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BOARD OF SELECTMEN

The Board of Selectmen, under the Town Charter, is vested with all executive powers of the Town, except as otherwise provided by the Charter. The Board “shall exercise control over town affairs by recommending major courses of action to the Town Meeting and by setting policies to be carried out by the Town Administrator, and other officers, boards, and commissions appointed by the Board of Selectmen.”

The Board also is empowered by the Charter “to enact rules and regulations relating to the conduct of town elections and for the establishment of town policies, not otherwise governed by Statute, this Charter, or By-law, provided, however, that whenever an appropriation shall be necessary to implement such action, the vote of the Board shall be effective only if such appropriation shall be made by the Town Meeting.” The Town Charter also invests in the Board of Selectmen the power to make and rescind appointments for various committees and department heads.

The Board of Selectmen has served as the chief executive power in the Town since its establishment as a municipality. Selectmen were originally elected to one-year terms at the annual town meeting. The three-year overlapping term system for the Board was not adopted until the 1950s.

In calendar year 2014, the Board of Selectmen was engaged in not only examining and celebrating its heritage, but also planning and providing for its future. This year was both the 200th anniversary of Lynnfield’s incorporation as a town and the 300th anniversary of the Meeting House, a constant reminder of the Town’s long history of community and civic involvement. Throughout the year, an ad hoc committee appointed by the Board to oversee the celebration, in concert with a number of Town boards and committees, departments, community organizations and volunteers, offered a succession of events that celebrated the Town’s history, including its historic homes and its service as the site of a major training grounds for soldiers during the Civil War. The culmination of these events included a grand parade and a Recreation Commission-sponsored fireworks display.

The Board was presented with both an opportunity and a dilemma regarding the preservation of its past and the future of its Town center when the Donovan family put their longtime family home on Main Street for sale. The Centre Farm, as it is called, is of unique historic and aesthetic importance to the Town due to its well preserved façade and period architectural features, and as a home to Rev. Joseph Mottey, Captain Henry Bancroft, and other local figures of significance.

Working with the Donovan family, the Board and Town Administrator William J. Gustus negotiated an agreement to purchase the property, and at a special town meeting in June, voters overwhelmingly approved the measure. The Board and the Capital Facilities Advisory Committee (CFAC) entertained suggestions for its use and decided that the best course was to offer the property for sale with development and historical restrictions that would ensure that the property would be preserved and the property not subdivided and further developed. Voters approved this course of action at October town meeting;

however, when the Town sought proposals for the purchase, no bidders emerged. The Board and the CFAC will contemplate possible uses for the property and whether to again seek bids for its purchase with proper restrictions.

In two areas, the Town of Lynnfield made huge strides forward in areas where its facilities were sorely lacking.

In October, the Town held its grand opening of the new athletic fields complex at Lynnfield High School, the culmination of the first phase of an unprecedented effort to create outstanding recreational facilities for youth and adults. New artificial turf fields will allow for optimal playing conditions and will relieve field scheduling issues created by weather and drainage problems. An amenities building at that site also provides space for concessions, team meetings, and storage.

The Recreational Fields Committee, chaired by Town Moderator and former selectman Arthur J. Bourque III, provided invaluable advice, support and oversight on this project. We thank Mr. Bourque and his committee for this great contribution. The committee will continue with the next phases of the improvements project, which will involve the Middle School fields and Town parks and playgrounds.

In November, the Town held the grand opening of the Al Merritt Media and Cultural Center at the MarketStreet development on Walnut Street. This space, dedicated to the Town as a result of the development agreement with National Development, houses a state-of-the-art local cable access operation, now known as Lynnfield Studios, as well as much needed meeting space for Town and community organizations. The grand opening was managed with great élan by the Cultural Council, and the opening was attended by many family members, friends and colleagues of the late C. Allen Merritt, who served the Town as a selectman, Finance Committee member, School Building Committee chairman, and in many other capacities. His sagacity, acumen, discernment and presence are still sorely missed.

With the opening of the Merritt Center, the Town now has the facilities necessary to provide first class local cable programming to its residents. Funding for this program comes not from tax dollars, but by fees paid to the Town by its two cable television licensees. In a related note, the Board signed a new ten-year agreement with Comcast, one of those providers, during the year.

The oversight of the building of the facility was provided by Ted Caswell of the Cable Advisory Committee and the Capital Facilities Advisory Committee. The Board thanks Mr. Caswell and those committees for their invaluable contributions to this project.

During the year, the Town saw the departure of two of its department heads: Town Clerk Amy Summers, who accepted the same position in the Town of Stoughton, and Public Works Director Dennis Roy, who retired after a lengthy career of public service in Lynnfield, Middleton and Saugus. The Board wishes Ms. Summers well on her new endeavor and wishes Mr. Roy many years of enjoyment in his well-deserved leisure time,

free from worries of impending snowfall, rain-drenched ball fields, and the assorted other emergencies and headaches which he managed so well on behalf of Lynnfield for so many years.

The Town was fortunate to attract very qualified candidates for both vacancies. Trudy Reid, who had served as Town Clerk in Wenham, was appointed town clerk in February, and Andrew Lafferty, Deputy Director of Public Services in Newburyport, was appointed Director of Public Works in June. Both Ms. Reid and Mr. Lafferty were able to “hit the ground running” due to their experience and the Board looks forward to working with them for many years.

Due to prudent budgeting and debt management practices, strong reserves and the expansion of the commercial tax base with the building of the MarketStreet complex, the Town ended 2014 in its best financial condition in memory. During 2014, the Board was able to reach contract agreements with all seven of the Town-side employee bargaining units, and all provisions in those contracts will be provided for within foreseen revenues. In April, town meeting approved a budget that fully funded all ongoing Town operations and allowed for enhancements in certain departments, including the Town’s first full-time recreational director.

Due to the Town’s strong financial position, it enjoys a bond rating of AA Positive Outlook, the highest rating the Town has received.

With the announcement of Town Administrator William J. Gustus of his intention to retire in the early weeks of January, 2015, the Board interviewed three organizations to assist with the selection of a new town administrator. MMA Consulting Group was chosen to assist the Board with the process, including recruitment, screening, and background checks. MMA President Mark Morse told the Board he had never seen a stronger pool of applicants.

After Board members individually interviewed seven candidates identified by Mr. Morse, the Board voted to appoint James Boudreau as the new Town Administrator. Mr. Boudreau is a highly respected veteran of municipal management, with 19 years of service as town administrator in Norwell and Holbrook. The Board looks forward to working with Mr. Boudreau in serving the Town in 2015 and beyond.

The Board also wishes to offer its thanks to Bill Gustus for his twelve years of service as Town Administrator. During his tenure, Bill’s financial acumen and visionary thinking were central to several major achievements, the breadth of which does not permit an adequate recounting in the scope of this report. He leaves the service of Lynnfield with the deep thanks and gratitude of this Board and the townspeople.

While the Board is deeply indebted to the many Town employees who work so hard on behalf of the residents, the Town of Lynnfield’s Open Town Meeting/Board of Selectmen form of government could not be maintained without the countless volunteer hours of its board and committee members. We thank all those residents who are willing to work on

behalf of their fellow townspeople. Without your efforts and those of your predecessors, the Town would not have enjoyed the illustrious past celebrated this year, and would not have the bright future your efforts have secured.

Respectfully yours,

David M. Nelson, Chairman

Philip B. Crawford, Vice Chairman

Thomas J. Terranova, Jr., Clerk

TOWN ACCOUNTANT

A Fiscal 2014 audit of the Town's financial records was successfully completed by Melanson Heath & Co, PC. The Town of Lynnfield has addressed all of the prior year's management comments and is implementing recommendations made by the Auditors.

The Town is in compliance of GASB (Governmental Accounting Standards Board) statement 45. GASB 45 addresses other post-employment benefits (OPEB), including medical, dental, and other health-related benefits provided to terminated or retired employees and their dependents and beneficiaries. The actuarial valuation was completed this year and is done on a bi-annual basis. The Town of Lynnfield has created an OPEB Trust Fund in the fall of 2013 and has made annual contributions to the trust.

I would like to thank the many members of the various boards, committees and departments for their support and assistance during the year. Also, my sincere appreciation to my assistant Janice Coburn for all her efforts and commitment. Together we look forward to serving the Town of Lynnfield in the upcoming year

Respectfully Submitted,
Julie McCarthy
Town Accountant

Town of Lynnfield Operating Budget Fiscal 2014

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
General Government							
Selectmen							
Board Salaries	\$0	\$2,250	\$0	\$0	\$1,438	\$0	\$813
Town Administrator	\$0	\$165,301	\$7,209	\$0	\$172,510	\$0	\$0
Other Salaries	\$0	\$60,935	\$3,423	\$0	\$64,358	\$0	\$0
General Town Insurance	\$0	\$367,792	\$45,000	\$0	\$400,330	\$0	\$12,462
Professional Service	\$33,600	\$50,000	\$15,000	\$0	\$84,979	\$0	\$13,621
Expenses	\$0	\$17,500	\$0	\$0	\$17,080	\$0	\$420
Contingency Fund	\$0	\$212,000	\$0	\$211,537	\$0	\$0	\$463
Selectmen	\$33,600	\$875,778	\$70,632	\$211,537	\$740,695	\$0	\$27,778
Finance Committee							
Other Salaries	\$0	\$2,500	\$193	\$0	\$2,693	\$0	\$0
Reserve Fund	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Town Reports	\$0	\$1,500	\$0	\$0	\$1,500	\$0	\$0
Expenses	\$0	\$420	\$0	\$0	\$419	\$0	\$1
Finance Committee	\$0	\$49,420	\$193	\$0	\$4,612	\$0	\$45,001
Town Accountant							
Accountant Salary	\$0	\$87,550	\$14,450	\$0	\$102,000	\$0	\$0
Other Salaries	\$0	\$46,131	\$2,074	\$0	\$48,205	\$0	\$0
Expenses	\$0	\$4,025	\$0	\$0	\$3,930	\$0	\$95
Town Accountant	\$0	\$137,706	\$16,524	\$0	\$154,135	\$0	\$95
Board of Assessors							
Board Salaries	\$0	\$11,500	\$0	\$0	\$10,017	\$0	\$1,483
Other salaries	\$0	\$123,831	\$5,402	\$0	\$128,910	\$0	\$323
Revaluation	\$1,274	\$10,200	\$0	\$0	\$1,274	\$0	\$10,200
Professional Services	\$0	\$52,800	\$0	\$0	\$46,986	\$0	\$5,814
Expenses	\$689	\$10,550	\$0	\$0	\$10,782	\$0	\$457
Board of Assessors	\$1,963	\$208,881	\$5,402	\$0	\$197,968	\$0	\$18,278
Town Counsel							
Professional Services	\$0	\$41,837	\$10,609	\$0	\$52,456	\$0	-\$10
Expenses	\$0	\$2,000	\$0	\$0	\$2,000	\$0	\$0
Town Counsel	\$0	\$43,837	\$10,609	\$0	\$54,456	\$0	-\$10
Personnel Board							
Other Salaries	\$0	\$2,874	\$0	\$0	\$120	\$0	\$2,754
Professional Services	\$450	\$2,870	\$0	\$0	\$850	\$0	\$2,470
Expenses	\$0	\$330	\$0	\$0	\$250	\$0	\$80
Personnel Board	\$450	\$6,074	\$0	\$0	\$1,220	\$0	\$5,304
Conservation Commission							
Other Salaries	\$0	\$66,342	\$2,444	\$0	\$68,785	\$0	\$1
Professional Services	\$0	\$1,500	\$0	\$0	\$1,296	\$0	\$204
Expenses	\$0	\$2,200	\$0	\$0	\$2,198	\$0	\$2
Open Space	\$0	\$1,500	\$0	\$0	\$1,500	\$0	\$0
Conservation Commission	\$0	\$71,542	\$2,444	\$0	\$73,779	\$0	\$207
Planning Board							
Other Salaries	\$0	\$39,287	\$1,762	\$0	\$41,049	\$0	\$0
Expenses	\$511	\$3,286	\$0	\$0	\$2,120	\$0	\$1,677
Planning Board	\$511	\$42,573	\$1,762	\$0	\$43,168	\$0	\$1,678
Board of Appeals							
Expenses	\$0	\$2,661	\$0	\$0	\$988	\$0	\$1,673
Board of Appeals	\$0	\$2,661	\$0	\$0	\$988	\$0	\$1,673
General Government	\$36,524	\$1,438,472	\$107,566	\$211,537	\$1,271,021	\$0	\$100,004

Town of Lynnfield Operating Budget Fiscal 2014

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Finance & Administration							
Treasurer							
Treasurer Salaries	\$0	\$68,310	\$4,706	\$0	\$73,015	\$0	\$1
Clerical Salaries	\$0	\$68,886	\$2,543	\$0	\$71,152	\$0	\$277
Expenses	\$6,700	\$19,190	\$0	\$0	\$10,030	\$0	\$15,860
Treasurer	\$6,700	\$156,386	\$7,249	\$0	\$154,198	\$0	\$16,137
Tax Collector							
Tax Title Expenses	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Expenses	\$0	\$13,993	\$0	\$0	\$12,269	\$0	\$1,724
SR-work off program	\$0	\$9,000	\$0	\$0	\$5,495	\$0	\$3,505
Tax Collector	\$0	\$27,993	\$0	\$0	\$17,764	\$0	\$10,229
Operations Support							
Other Salaries	\$0	\$78,275	\$3,290	\$0	\$68,752	\$0	\$12,813
Expenses	\$0	\$36,300	\$0	\$0	\$35,455	\$0	\$845
Operations Support	\$0	\$114,575	\$3,290	\$0	\$104,207	\$0	\$13,658
Information Systems							
Other Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IT Capital	\$0	\$30,000	\$0	\$0	\$24,275	\$0	\$5,725
Expenses	\$0	\$84,903	\$0	\$0	\$69,878	\$270	\$14,755
Information Systems	\$0	\$114,903	\$0	\$0	\$94,152	\$270	\$20,481
Town Clerk							
Other Salaries	\$0	\$96,095	\$3,121	\$0	\$92,946	\$0	\$6,270
Election Expense	\$0	\$22,876	\$0	\$0	\$8,894	\$1,465	\$12,517
Registration Expense	\$0	\$3,550	\$0	\$0	\$3,438	\$0	\$112
Expenses	\$0	\$5,450	\$0	\$0	\$5,408	\$0	\$42
Town Clerk	\$0	\$127,971	\$3,121	\$0	\$110,687	\$1,465	\$18,940
<i>Finance & Admin</i>	\$6,700	\$541,828	\$13,660	\$0	\$481,008	\$1,735	\$79,445
Public Safety							
Police Department							
Chief Salary	\$0	\$140,100	\$21,680	\$0	\$161,780	\$0	\$0
Patrolmen Overtime	\$0	\$382,500	\$107,915	\$0	\$488,292	\$0	\$2,123
Patrolmen Training	\$0	\$47,639	\$0	\$0	\$46,203	\$0	\$1,436
Other Salaries	\$0	\$1,759,527	\$51,544	\$0	\$1,774,200	\$0	\$36,871
Expenses	\$741	\$186,002	\$0	\$0	\$176,866	\$0	\$9,877
Police Department	\$741	\$2,515,768	\$181,139	\$0	\$2,647,341	\$0	\$50,307
Fire Department							
Chief Salary	\$0	\$122,436	\$0	\$3,551	\$49,732	\$0	\$69,153
Firefighter Salaries	\$0	\$508,688	\$65,891	\$0	\$557,069	\$0	\$17,510
Call Firefighter Salaries	\$0	\$307,087	\$6,142	\$0	\$312,642	\$0	\$587
Fire Alarm Salaries	\$0	\$12,502	\$6,250	\$0	\$18,437	\$0	\$315
Expenses	\$0	\$102,300	\$0	\$0	\$93,406	\$8,819	\$75
Fire Alarm Expenses	\$0	\$7,500	\$0	\$0	\$6,760	\$667	\$73
Fire Department	\$0	\$1,060,513	\$78,283	\$3,551	\$1,038,046	\$9,486	\$87,714
Zoning Enforcement/Inspect							
Other Salaries	\$0	\$110,415	\$0	\$33,606	\$76,809	\$0	\$0
Professional Services	\$0	\$65,500	\$50,462	\$0	\$115,962	\$0	\$0
Expenses	\$108	\$8,851	\$0	\$1,500	\$4,384	\$359	\$2,716
Zoning Enforcement/Inspec	\$108	\$184,766	\$50,462	\$35,106	\$197,154	\$359	\$2,716
Civil Defense							
Director Salary	\$0	\$250	\$0	\$0	\$250	\$0	\$0
Expenses	\$0	\$1	\$0	\$0	\$0	\$0	\$1
Civil Defense	\$0	\$251	\$0	\$0	\$250	\$0	\$1
Dog Officer							
Director Salary	\$0	\$24,831	\$497	\$0	\$25,326	\$0	\$2
Expenses	\$0	\$1,800	\$0	\$0	\$674	\$0	\$1,126
Dog Officer	\$0	\$26,631	\$497	\$0	\$26,000	\$0	\$1,129
<i>Public Safety</i>	\$849	\$3,787,929	\$310,381	\$38,657	\$3,908,791	\$9,845	\$141,866

Town of Lynnfield Operating Budget Fiscal 2014

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Education							
Treasurer							
North Shore Voke	\$0	\$301,811	\$0	\$0	\$287,775	\$0	\$14,036
Treasurer	\$0	\$301,811	\$0	\$0	\$287,775	\$0	\$14,036
School Administration							
School Committee	\$0	\$11,871	\$52	\$0	\$11,917	\$0	\$6
Superintendent's Office	\$0	\$324,466	\$4,200	\$0	\$324,370	\$2,779	\$1,517
Business Office	\$0	\$226,844	\$11,199	\$0	\$239,265	\$0	-\$1,222
Legal Services	\$0	\$65,000	\$0	\$0	\$37,217	\$1,233	\$26,550
Administrative Technology	\$0	\$436,871	\$31,501	\$0	\$687,406	\$44,031	-\$263,065
Attendance & Parent Liason	\$0	\$1,727	\$0	\$0	\$1,727	\$0	\$0
Utilities	\$0	\$7,000	\$0	\$0	\$5,826	\$0	\$1,174
Maintenance of Buildings	\$0	\$9,000	\$0	\$0	\$11,630	\$0	-\$2,630
Maintenance of Equipment	\$0	\$4,000	\$9,837	\$0	\$12,095	\$0	\$1,742
Health Insurance	\$0	\$2,077,102	\$0	\$0	\$2,077,102	\$0	\$0
Unemployment Ins	\$0	\$33,500	\$0	\$0	\$76,647	\$0	-\$43,147
Rental Payments	\$0	\$114,000	\$0	\$0	\$109,739	\$0	\$4,261
School Administration	\$0	\$3,311,381	\$56,789	\$0	\$3,594,941	\$48,043	-\$274,814
Special Education							
Districtwide Leadership	\$0	\$367,870	\$2,100	\$0	\$297,543	\$698	\$71,729
Classroom Instruction	\$0	\$387,653	\$0	\$82,931	\$313,336	\$0	-\$8,614
Teachers & Specialists	\$0	\$185,105	\$0	\$0	\$185,105	\$0	\$0
Substitutes	\$0	\$106,500	\$0	\$0	\$187,920	\$0	-\$81,420
Instructional Aides	\$0	\$57,235	\$26,000	\$0	\$85,726	\$0	-\$2,491
Professional Development	\$0	\$83,025	\$1,945	\$0	\$102,468	\$1,534	-\$19,032
Textbooks	\$0	\$1,100	\$0	\$0	\$799	\$0	\$301
Instructional Equipment	\$0	\$38,500	\$619	\$0	\$37,105	\$341	\$1,674
Testing & Assessment	\$0	\$16,000	\$708	\$0	\$18,301	\$4,725	-\$6,318
Psychological	\$0	\$88,082	\$83,091	\$0	\$187,048	\$0	-\$15,875
Pupil Transportation	\$0	\$217,153	\$3,000	\$0	\$148,869	\$0	\$71,284
Programs with Others	\$0	\$681,576	\$0	\$50,000	\$375,706	\$0	\$255,870
Special Education	\$0	\$2,229,799	\$117,463	\$132,931	\$1,939,924	\$7,298	\$267,109
Summer Street School							
Principal/School Leadership	\$0	\$212,386	\$14,739	\$0	\$221,831	\$0	\$5,294
Principal's Office Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Classroom Instruction	\$0	\$2,231,066	\$0	\$162,000	\$2,101,393	\$0	-\$32,327
Teachers & Specialists	\$0	\$185,740	\$0	\$2,500	\$172,020	\$0	\$11,220
Substitutes	\$0	\$27,000	\$0	\$0	\$20,702	\$0	\$6,298
Instructional Aides	\$0	\$208,629	\$0	\$60,000	\$143,482	\$0	\$5,147
Librarians & Media Center	\$0	\$51,571	\$0	\$0	\$51,571	\$0	\$0
Professional Development	\$0	\$89,848	\$0	\$0	\$89,631	\$0	\$217
Professional Development St	\$0	\$9,075	\$0	\$0	\$6,942	\$0	\$2,133
Textbooks	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Instructional Materials	\$0	\$9,400	\$1,335	\$0	\$9,914	\$0	\$821
Instructional Equipment	\$0	\$1,500	\$0	\$0	\$0	\$0	\$1,500
General Supplies	\$0	\$76,200	\$11,255	\$0	\$101,600	\$0	-\$14,145
Instructional Technology	\$0	\$16,300	\$0	\$0	\$7,145	\$0	\$9,155
Other Instructional Hardware	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Assessment	\$0	\$800	\$0	\$0	\$432	\$0	\$368
Psychological	\$0	\$84,059	\$0	\$9,000	\$123,971	\$0	-\$48,912
Health Services	\$0	\$78,824	\$558	\$0	\$79,373	\$0	\$9
Utilities	\$0	\$3,800	\$0	\$0	\$2,360	\$0	\$1,440
Maintenance of Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Summer Street School	\$0	\$3,286,198	\$27,887	\$233,500	\$3,132,368	\$0	-\$51,783

Town of Lynnfield Operating Budget Fiscal 2014

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Huckleberry Hill School							
Building Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Principal/School Leadership	\$0	\$196,422	\$19,139	\$0	\$207,294	\$0	\$8,267
Classroom Instruction	\$0	\$1,700,286	\$186,000	\$0	\$1,811,195	\$0	\$75,091
Teachers & Specialists	\$0	\$197,014	\$0	\$0	\$196,010	\$0	\$1,004
Substitutes	\$0	\$20,000	\$0	\$0	\$24,676	\$0	-\$4,676
Instructional Aides	\$0	\$313,715	\$0	\$45,000	\$269,094	\$0	-\$379
Librarians	\$0	\$82,380	\$0	\$0	\$82,379	\$0	\$1
Professional Development Le	\$0	\$89,849	\$0	\$0	\$89,060	\$0	\$789
Professional Development	\$0	\$8,975	\$0	\$0	\$6,002	\$0	\$2,973
Textbooks	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Instructional Materials	\$0	\$7,600	\$19	\$0	\$7,900	\$0	-\$281
Instructional Equipment	\$0	\$1,000	\$0	\$0	\$279	\$0	\$721
General Supplies	\$0	\$66,050	\$6,086	\$0	\$84,327	\$0	-\$12,191
Instructional Technology	\$0	\$16,150	\$0	\$0	\$7,076	\$0	\$9,074
Other Instructional Hardware	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Assessment	\$0	\$300	\$0	\$0	\$0	\$0	\$300
Psychological	\$0	\$86,255	\$0	\$0	\$86,263	\$0	-\$8
Health Services	\$0	\$72,111	\$623	\$0	\$72,726	\$0	\$8
Utilities	\$0	\$3,800	\$0	\$0	\$2,809	\$0	\$991
Maintenance of Equipment	\$0	\$0	\$2,357	\$0	\$2,357	\$0	\$0
Huckleberry Hill School	\$0	\$2,861,907	\$214,224	\$45,000	\$2,949,447	\$0	\$81,684
Middle School							
Principal's Office	\$0	\$298,161	\$2,000	\$0	\$299,679	\$310	\$172
Classroom Instruction	\$0	\$3,443,644	\$0	\$7,159	\$3,401,540	\$0	\$34,945
Teachers & Specialists	\$0	\$88,687	\$0	\$0	\$91,406	\$0	-\$2,719
Substitutes	\$0	\$56,495	\$111	\$0	\$59,026	\$0	-\$2,420
Instructional Aides	\$0	\$264,563	\$0	\$5,111	\$262,893	\$0	-\$3,441
Librarians & Media Center	\$0	\$68,002	\$0	\$0	\$68,002	\$0	\$0
Professional Development Le	\$0	\$178,000	\$691	\$0	\$178,691	\$0	\$0
Professional Development	\$0	\$8,170	\$0	\$0	\$13,923	\$0	-\$5,753
Textbooks	\$0	\$26,620	\$0	\$0	\$19,103	\$0	\$7,517
Other Instructional Materials	\$0	\$6,475	\$0	\$0	\$8,708	\$0	-\$2,233
General Supplies	\$0	\$79,250	\$70	\$0	\$75,109	\$671	\$3,539
Instructional Technology	\$0	\$15,300	\$317	\$0	\$10,306	\$0	\$5,311
Other Instructional Hardware	\$0	\$2,350	\$19,512	\$0	\$20,377	\$0	\$1,485
Guidance & Counseling	\$0	\$31,931	\$0	\$0	\$33,274	\$0	-\$1,343
Testing & Assessment	\$0	\$700	\$0	\$0	\$691	\$0	\$9
Psychological	\$0	\$154,242	\$0	\$0	\$154,274	\$0	-\$32
Health Services	\$0	\$79,324	\$776	\$0	\$80,438	\$0	-\$338
Student Activities	\$0	\$5,830	\$0	\$0	\$4,935	\$0	\$895
Utilities	\$0	\$8,500	\$0	\$0	\$5,803	\$0	\$2,697
Maintenance of Equipment	\$0	\$3,500	\$20,558	\$0	\$35,540	\$1,021	-\$12,503
Middle School	\$0	\$4,819,744	\$44,035	\$12,270	\$4,823,719	\$2,002	\$25,787
High School							
Principal's Office	\$0	\$361,516	\$914	\$0	\$367,815	\$608	-\$5,993
Building Technology	\$0	\$75,500	\$0	\$0	\$83,798	\$0	-\$8,298
Classroom Instruction	\$0	\$4,251,160	\$14,723	\$0	\$4,278,113	\$0	-\$12,230
Teachers & Specialists	\$0	\$9,000	\$0	\$0	\$9,773	\$0	-\$773
Substitutes	\$0	\$39,560	\$8,996	\$0	\$50,738	\$0	-\$2,182
Instructional Aides	\$0	\$163,000	\$0	\$8,000	\$141,365	\$0	\$13,635
Librarians & Media Center	\$0	\$83,623	\$0	\$0	\$83,623	\$0	\$0
Professional Development St	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Development	\$0	\$12,730	\$3,720	\$0	\$20,315	\$0	-\$3,865
Textbooks	\$0	\$45,580	\$20,211	\$0	\$53,309	\$146	\$12,337
Other Instructional Materials	\$0	\$8,550	\$1,420	\$0	\$8,481	\$396	\$1,093
General Supplies	\$0	\$57,893	\$320	\$0	\$48,245	\$2,233	\$7,735
Instructional Technology	\$0	\$1,000	\$4,607	\$0	\$10,353	\$0	-\$4,746
Other Instructional Hardware	\$0	\$9,899	\$12,456	\$0	\$21,171	\$0	\$1,184
Guidance & Counseling	\$0	\$331,985	\$2,000	\$0	\$331,669	\$0	\$2,316
Testing & Assessment	\$0	\$3,000	\$20	\$0	\$2,496	\$95	\$429
Psychological	\$0	\$84,059	\$0	\$0	\$84,291	\$0	-\$232
Attendance	\$0	\$44,093	\$0	\$0	\$40,053	\$0	\$4,040
Health Services	\$0	\$84,332	\$849	\$0	\$84,765	\$0	\$416
Athletics	\$0	\$593,869	\$0	\$3,800	\$604,796	\$0	-\$14,727
Student Activities	\$0	\$12,157	\$4,000	\$0	\$22,779	\$0	-\$6,622
Utilities	\$0	\$7,500	\$9,273	\$0	\$13,520	\$0	\$3,253
Maintenance of Equipment	\$0	\$3,000	\$5,241	\$0	\$15,240	\$2,706	-\$9,705
High School	\$0	\$6,283,006	\$88,750	\$11,800	\$6,376,707	\$6,185	-\$22,936
Education	\$0	\$23,093,846	\$549,148	\$435,501	\$23,104,881	\$63,528	\$39,084

Town of Lynnfield Operating Budget Fiscal 2014

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Public Works							
Municipal Buildings							
Other Salaries	\$0	\$207,140	\$1,650	\$0	\$200,372	\$0	\$8,418
Expenses	\$21,812	\$309,600	\$0	\$0	\$291,009	\$13,234	\$27,169
Municipal Buildings	\$21,812	\$516,740	\$1,650	\$0	\$491,381	\$13,234	\$35,587
School Buildings							
Other Salaries	\$0	\$1,015,913	\$0	\$74,830	\$927,428	\$0	\$13,655
Expenses	\$0	\$747,059	\$131,000	\$0	\$763,894	\$40,291	\$73,874
Energy Supply	\$46,394	\$645,000	\$0	\$14,000	\$670,688	\$0	\$6,706
School Buildings	\$46,394	\$2,407,972	\$131,000	\$88,830	\$2,362,010	\$40,291	\$94,235
Public Works Admin							
Director Salary	\$0	\$106,560	\$16,671	\$0	\$123,231	\$0	\$0
Other Salaries	\$0	\$330,521	\$8,683	\$0	\$338,778	\$0	\$426
Expenses	\$0	\$6,500	\$0	\$0	\$4,163	\$418	\$1,919
Motor fuel/oil	\$0	\$191,500	\$0	\$8,000	\$172,350	\$0	\$11,150
Public Works Admin	\$0	\$635,081	\$25,354	\$8,000	\$638,522	\$418	\$13,495
Highway							
Other Salaries	\$0	\$837,483	\$0	\$10,322	\$763,837	\$0	\$63,324
Expenses	\$2,976	\$316,251	\$24,700	\$0	\$311,217	\$23,792	\$8,918
Highway	\$2,976	\$1,153,734	\$24,700	\$10,322	\$1,075,053	\$23,792	\$72,243
Snow & Ice							
Expenses	\$0	\$120,000	\$40,828	\$0	\$404,809	\$0	-\$243,981
Snow & Ice	\$0	\$120,000	\$40,828	\$0	\$404,809	\$0	-\$243,981
Street Lights							
Expenses	\$8,514	\$169,000	\$0	\$36,000	\$133,214	\$2,350	\$5,950
Street Lights	\$8,514	\$169,000	\$0	\$36,000	\$133,214	\$2,350	\$5,950
Sidewalks							
Expenses	\$0	\$25,000	\$0	\$0	\$25,000	\$0	\$0
Sidewalks	\$0	\$25,000	\$0	\$0	\$25,000	\$0	\$0
Rubbish Removal							
Expenses	\$0	\$749,300	\$0	\$0	\$728,035	\$0	\$21,265
Rubbish Removal	\$0	\$749,300	\$0	\$0	\$728,035	\$0	\$21,265
Public Works	\$79,696	\$5,751,827	\$223,532	\$143,152	\$5,833,025	\$80,085	-\$1,207
Human Services							
Board of Health							
Other Salaries	\$0	\$79,969	\$2,592	\$0	\$80,254	\$0	\$2,307
Expenses	\$0	\$29,829	\$0	\$0	\$24,554	\$13	\$5,262
Board of Health	\$0	\$109,798	\$2,592	\$0	\$104,808	\$13	\$7,569
Council on Aging							
Other Salaries	\$0	\$245,490	\$4,675	\$0	\$243,291	\$0	\$6,874
Expenses	\$0	\$24,869	\$0	\$0	\$24,792	\$0	\$77
Council on Aging	\$0	\$270,359	\$4,675	\$0	\$268,083	\$0	\$6,951
Veterans Agents							
Director Salary	\$0	\$10,000	\$0	\$0	\$7,500	\$0	\$2,500
Veterans Benefits	\$0	\$12,500	\$0	\$2,407	\$9,520	\$0	\$573
Expenses	\$0	\$900	\$0	\$0	\$900	\$0	\$0
Veterans Agents	\$0	\$23,400	\$0	\$2,407	\$17,920	\$0	\$3,073
Human Services	\$0	\$403,557	\$7,267	\$2,407	\$390,812	\$13	\$17,592

Town of Lynnfield Operating Budget Fiscal 2014

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Culture & Recreation							
Veterans Agent							
Memorial Day	\$0	\$4,000	\$2,407	\$0	\$6,407	\$0	\$0
Veterans Agent	\$0	\$4,000	\$2,407	\$0	\$6,407	\$0	\$0
Library							
Director Salary	\$0	\$73,229	\$3,678	\$0	\$76,907	\$0	\$0
Other Salaries	\$0	\$444,187	\$12,654	\$0	\$456,841	\$0	\$0
Expenses	\$3,303	\$194,143	\$900	\$0	\$197,660	\$0	\$686
Library	\$3,303	\$711,559	\$17,232	\$0	\$731,408	\$0	\$686
Recreation							
Other Salaries	\$0	\$18,025	\$360	\$0	\$17,177	\$0	\$1,208
Expenses	\$0	\$3,759	\$0	\$0	\$3,759	\$0	\$0
Recreation	\$0	\$21,784	\$360	\$0	\$20,936	\$0	\$1,208
Historical Commission							
Expenses	\$0	\$8,280	\$0	\$0	\$5,633	\$1,784	\$864
Historical Commission	\$0	\$8,280	\$0	\$0	\$5,633	\$1,784	\$864
<i>Cultural & Recreation</i>	\$3,303	\$745,623	\$19,999	\$0	\$764,384	\$1,784	\$2,758
Debt & Interest							
Treasurer							
Long-term Principal	\$0	\$181,058	\$12,643	\$2,137	\$188,600	\$0	\$2,964
Debt-Exclusion Principal	\$0	\$2,083,884	\$0	\$16,218	\$2,049,000	\$0	\$18,666
Long-term Interest	\$0	\$30,000	\$0	\$0	\$29,648	\$0	\$352
Debt-Exclusion Interest	\$0	\$753,525	\$16,218	\$0	\$769,740	\$0	\$3
Short-term Interest	\$0	\$40,000	\$2,137	\$0	\$42,137	\$0	\$0
Treasurer	\$0	\$3,088,467	\$30,998	\$18,355	\$3,079,126	\$0	\$21,984
Tax Collector							
Short-term Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tax Collector	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Debt & Interest</i>	\$0	\$3,088,467	\$30,998	\$18,355	\$3,079,126	\$0	\$21,984
Employee Benefits							
Selectmen							
Other Employee Benefits	\$89	\$3,891	\$0	\$0	\$2,846	\$41	\$1,093
Selectmen	\$89	\$3,891	\$0	\$0	\$2,846	\$41	\$1,093
Treasurer							
Retirement Contribution	\$0	\$1,877,480	\$0	\$0	\$1,875,583	\$0	\$1,897
Workers' Compensation	\$0	\$206,203	\$0	\$70,000	\$135,561	\$0	\$642
Unemployment Compensation	\$818	\$40,000	\$0	\$0	\$36,135	\$0	\$4,683
Insurance Benefits	\$0	\$2,733,346	\$0	\$93,979	\$2,622,464	\$0	\$16,903
FICA	\$0	\$343,169	\$21,965	\$0	\$365,134	\$0	\$0
Treasurer	\$818	\$5,200,198	\$21,965	\$163,979	\$5,034,876	\$0	\$24,126
<i>Employee Benefits</i>	\$907	\$5,204,089	\$21,965	\$163,979	\$5,037,722	\$41	\$25,219
Grand Total	\$127,979	\$44,055,638	\$1,284,516	\$1,013,588	\$43,870,770	\$157,031	\$426,745

TOWN OF LYNNFIELD CAPITAL AND SPECIAL ARTICLES FISCAL 2014

	Carry Forward	Transfers	Transfers	Expended	Continuing	Balance
	Appropriation	In	Out		Appropriation	Available
Selectmen						
Prior Year Bills	\$0	\$222	\$0	\$0	\$222	\$0
Bicycle transportation pl	\$4	\$0	\$0	\$4	\$0	\$0
Saugus river watershed	\$6,250	\$0	\$0	\$0	\$6,250	\$0
Tricentennial Celebratio	\$0	\$10,000	\$0	\$0	\$7,812	\$2,188
Field Project Enginnerc	\$0	\$250,000	\$0	\$0	\$250,000	\$0
Medical Bills	\$2,702	\$0	\$0	\$0	\$2,702	\$0
Preliminary Field Desigr	\$5,154	\$0	\$0	\$0	\$2,484	\$2,670
<i>Selectmen</i>	\$14,110	\$260,222	\$0	\$4	\$260,518	\$13,810
Operations Support						
Copier Town Hall	\$0	\$6,125	\$0	\$0	\$5,548	\$577
<i>Operations Support</i>	\$0	\$6,125	\$0	\$0	\$5,548	\$577
Information Technology						
Desktop Virtualization	\$17,034	\$0	\$0	\$0	\$17,034	\$0
<i>Information Technology</i>	\$17,034	\$0	\$0	\$0	\$17,034	\$0
Police						
Cruisers 2012	\$15,285	\$0	\$0	\$0	\$15,285	\$0
Police Computer Mount	\$0	\$7,100	\$0	\$0	\$7,100	\$0
Cruisers with Lights 14	\$0	\$36,750	\$0	\$0	\$31,016	\$5,734
Taser Units	\$0	\$2,450	\$0	\$0	\$1,992	\$458
SWAT Rife	\$0	\$3,000	\$0	\$0	\$3,000	\$0
Patrol Rifles	\$0	\$3,000	\$0	\$0	\$3,000	\$0
Patrol Bycle	\$0	\$2,820	\$0	\$0	\$0	\$2,820
Laser Speed Detector	\$0	\$4,000	\$0	\$0	\$3,500	\$500
<i>Police</i>	\$15,285	\$59,120	\$0	\$0	\$64,893	\$9,512
Fire						
Fire Equipment	\$0	\$10,000	\$0	\$0	\$8,855	\$1,145
Portable/Mobile Radio	\$0	\$10,000	\$0	\$0	\$4,975	\$5,025
Protective Gear	\$0	\$4,000	\$0	\$0	\$4,000	\$0
Hoses & Nozzles	\$0	\$5,000	\$0	\$0	\$5,000	\$0
Portable/Mobile Radios	\$7,618	\$0	\$0	\$0	\$4,258	\$3,360
Hose Replacement	\$124	\$0	\$0	\$0	\$124	\$0
Firefighter Gear	\$4,871	\$0	\$0	\$0	\$4,871	\$0
	\$12,612	\$29,000	\$0	\$0	\$32,082	\$9,530
Schools System -Wide						
High School Expension	\$0	\$45,000	\$0	\$0	\$42,048	\$2,952
Computer Aecessories 1	\$250,000	\$0	\$0	\$0	\$250,000	\$0
<i>Schools System-Wide</i>	\$250,000	\$45,000	\$0	\$0	\$292,048	\$2,952
Municipal Buildings						
Replace Concrete Pad	\$25,000	\$0	\$0	\$0	\$675	\$24,325
Senior Center Carpet	\$0	\$19,304	\$0	\$0	\$247	\$19,057
<i>Municipal Buildings</i>	\$25,000	\$19,304	\$0	\$0	\$922	\$43,382
School Buildings						
High School Boiler	\$35,000	\$0	\$0	\$0	\$27,938	\$7,062
High School Floor Tile	\$5,000	\$0	\$0	\$0	\$3,662	\$1,338
Summer Street Interior	\$6,781	\$0	\$0	\$0	\$5,994	\$787
HH Kitchen Ceiling	\$851	\$0	\$0	\$0	\$851	\$0
MS Library Wall	\$5,000	\$0	\$0	\$0	\$0	\$5,000
High School Interior Do	\$19,823	\$0	\$0	\$0	\$17,335	\$2,488
Eng. Study-Energy Mgn	\$8,675	\$0	\$0	\$0	\$0	\$8,675
Energy Mgmt 2014	\$0	\$15,000	\$0	\$0	\$5,924	\$9,076
Energy MgmtSoftware	\$58,836	\$0	\$0	\$0	\$56,884	\$1,952
<i>School Buildings</i>	\$139,966	\$15,000	\$0	\$0	\$118,588	\$36,378

	Carry Forward		Transfers	Transfers	Expended	Continuing	Balance
	Appropriation		In	Out		Appropriation	Available
Highway							
DPW Garage Repairs	\$0	\$110,000	\$0	\$0	\$68,340	\$41,660	\$0
Pillings pond Improvem	\$0	\$12,500	\$0	\$0	\$0	\$12,500	\$0
Small Equipment	\$0	\$10,000	\$0	\$0	\$10,000	\$0	\$0
Truck Replacements	\$0	\$110,000	\$0	\$0	\$109,953	\$47	\$0
Vehicle Replacements	\$0	\$90,145	\$0	\$0	\$86,013	\$4,132	\$0
Sidewalk Construction	\$2,213	\$0	\$0	\$0	\$2,188	\$25	\$0
Truck Replacements	\$767	\$0	\$0	\$0	\$0	\$767	\$0
Pillings Pond Maint.	\$12,500	\$0	\$0	\$0	\$4,087	\$8,414	\$0
Storm Water Compliance	\$6,016	\$0	\$0	\$59	\$5,957	\$0	\$0
Cemetery & Parks	\$21,496	\$332,645	\$0	\$59	\$286,537	\$67,545	\$0
Library							
Library Furniture	\$0	\$13,512	\$0	\$0	\$0	\$13,512	\$0
Feasibility Study	\$6,398	\$0	\$0	\$0	\$0	\$6,398	\$0
Library	\$6,398	\$13,512	\$0	\$0	\$0	\$19,910	\$0
Recreation							
Concession Stand	\$10,266	\$0	\$0	\$10,266	\$0	\$0	\$0
Concession Stand	\$10,266	\$0	\$0	\$10,266	\$0	\$0	\$0
General Fund	\$512,168	\$779,928	\$0	\$10,329	\$1,078,172	\$203,595	\$0
Selectmen							
Fields Project & Building	\$0	\$6,967,308	\$0	\$0	\$943,360	\$6,023,948	\$0
Selectmen	\$0	\$6,967,308	\$0	\$0	\$943,360	\$6,023,948	\$0
Police							
2 Chevy Tahoe Vehicles	\$30,327	\$0	\$0	\$0	\$30,327	\$0	\$0
Police	\$30,327	\$0	\$0	\$0	\$30,327	\$0	\$0
Fire							
South Station Improvem	\$55,000	\$0	\$0	\$0	\$40,753	\$14,247	\$0
Fire	\$55,000	\$0	\$0	\$0	\$40,753	\$14,247	\$0
School							
High School Exp. Proj.	\$254,935	\$0	\$0	\$0	\$254,935	\$0	\$0
Schools	\$254,935	\$0	\$0	\$0	\$254,935	\$0	\$0
Municipal Buildings							
Sr. Center Floor Tile	\$453	\$0	\$0	\$0	\$453	\$0	\$0
Sr. Center Waterprooфин	\$18,000	\$0	\$0	\$0	\$0	\$18,000	\$0
Municipal Buildings	\$18,453	\$0	\$0	\$0	\$453	\$18,000	\$0
School Buildings							
Genie Lift	\$150	\$0	\$0	\$0	\$150	\$0	\$0
School Buildings	\$150	\$0	\$0	\$0	\$150	\$0	\$0
Public Works Admin							
Storm Water Compliance	\$8,440	\$0	\$0	\$0	\$8,025	\$415	\$0
Public Works Admin	\$8,440	\$0	\$0	\$0	\$8,025	\$415	\$0
Highway							
Drain Improvements	\$17,169	\$0	\$0	\$0	\$17,169	\$0	\$0
Pillings Pond Improvem	\$7,608	\$0	\$0	\$0	\$7,608	\$0	\$0
Truck Replacements	\$3,774	\$0	\$0	\$0	\$1,569	\$2,204	\$0
Cemetery/Parks Equip.	\$1,145	\$0	\$0	\$0	\$1,145	\$0	\$0
Highway	\$29,697	\$0	\$0	\$0	\$27,492	\$2,204	\$0
Board of Health							
Septic Loan Program Fy	\$33,932	\$0	\$0	\$0	\$0	\$33,932	\$0
Septic System Loan Pro	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000	\$0
Septic System Loan P	\$33,932	\$1,000,000	\$0	\$0	\$0	\$1,033,932	\$0
Senior Center							
Van	\$0	\$69,916	\$0	\$0	\$67,840	\$2,076	\$0
Library	\$0	\$69,916	\$0	\$0	\$67,840	\$2,076	\$0
Golf Course							
Golf Course Capital	\$6,761	\$0	\$0	\$0	\$0	\$6,761	\$0
Golf Course Capital	\$6,761	\$0	\$0	\$0	\$0	\$6,761	\$0
Capital Projects	\$437,695	\$8,037,224	\$0	\$0	\$1,373,336	\$7,101,582	\$0
Grand Total	\$949,862	\$8,817,152	\$0	\$10,329	\$2,451,508	\$7,305,177	\$0

Town of Lynnfield Enterprise Fund Summary Fiscal 2014

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended/ Encumbered	Balance
Enterprise Funds						
Emergency Medical Services	\$3,121	\$638,797	\$0	\$0	\$599,924	\$41,994
Reedy Meadow /King Rail Golf	\$96,950	\$576,544	\$0	\$0	\$577,057	\$96,437
<i>Enterprise Funds</i>	\$100,072	\$1,215,342	\$0	\$0	\$1,176,982	\$138,432
 Grand Total	 \$100,072	 \$1,215,342	 \$0	 \$0	 \$1,176,982	 \$138,432

Town of Lynnfield Trust Fund Summary Fiscal 2014

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended	Balance
Expendable Trusts Funds						
Perpetual Care	\$282	\$7,358	\$0	\$15,000	\$0	-\$7,360
Library Trust Funds	\$7,579	\$1,679	\$0	\$0	\$3,671	\$5,587
Legion Memorial	\$5,850	\$47	\$0	\$990	\$0	\$4,907
M.A. Maney Scholarship Fund	\$28,957	\$277	\$0	\$0	\$1,000	\$28,234
L.I.F.E.	\$35	\$0	\$0	\$0	\$0	\$35
Lynnfield Tricentennial	\$4,983	\$35	\$0	\$0	\$4,990	\$28
Peabody Memorial	\$35,503	\$425	\$0	\$0	\$4,271	\$31,657
Kuestenmacher Scholarship	\$168	\$983	\$0	\$0	\$873	\$278
Conservation Land	\$101,612	\$18,211	\$0	\$0	\$67	\$119,756
Stabilization Fund	\$972,642	\$9,584	\$0	\$0	\$0	\$982,226
OPEB Liability Trust	\$0	\$41	\$100,000	\$0	\$0	\$100,041
Capital Facilities Maintenance Fund	\$599,640	\$5,605	\$0	\$25,000	\$0	\$580,245
<i>Expendable Trust Funds</i>	\$1,757,251	\$44,245	\$100,000	\$40,990	\$14,872	\$1,845,634
 Non Expendable Trust Funds						
Perpetual Care	\$769,050	\$22,575	\$0	\$0	\$0	\$791,625
Library Trust Funds	\$22,400	\$0	\$0	\$0	\$0	\$22,400
Peabody Memorial	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Kuestenmacher Scholarship	\$154,246	\$492	\$0	\$0	\$0	\$154,738
<i>Non Expendable Trust Funds</i>	\$955,696	\$23,067	\$0	\$0	\$0	\$978,763
 Grand Total	 \$2,712,947	 \$67,312	 \$100,000	 \$40,990	 \$14,872	 \$2,824,397

Town of Lynnfield Special Revenue Accounts Fiscal 2014

	Carry Forward	Receipts or Grant Amount	Transfers In	Transfers Out	Expended	Encumbered	Balance
Federal Grants							
Bulletproof Vest Federal	\$0	\$5,714	\$0	\$0	\$5,714	\$0	\$0
Asst. to Firefighters Equip. FEMA	\$0	\$189,335	\$0	\$0	\$189,335	\$0	\$0
Enhancing Health Services Grant	\$0	\$2,970	\$0	\$0	\$2,970	\$0	\$0
Big Yellow School Bus Grant	\$0	\$200	\$0	\$0	\$200	\$0	\$0
Title I Reading	\$19,727	\$132,937	\$0	\$0	\$136,108	\$0	\$16,556
Teacher Quality	\$0	\$27,160	\$0	\$0	\$27,160	\$0	\$0
Special Ed Reimbursement Fund	\$0	\$304,787	\$0	\$0	\$304,787	\$0	\$0
Sped Program Improvement	\$0	\$9,722	\$0	\$0	\$9,722	\$0	\$0
94-142 Inclusion Education	\$31,562	\$461,933	\$0	\$0	\$493,495	\$0	\$0
Early Childhood	\$1,290	\$15,843	\$0	\$0	\$17,133	\$0	\$0
Early Childhood Program Improvement	\$0	\$2,900	\$0	\$0	\$2,900	\$0	\$0
Northeast MA Homeland Sec Council	\$0	\$1,400	\$0	\$0	\$1,400	\$0	\$0
Emergency Mgmt. Performance Grant	\$2,790	\$0	\$0	\$0	\$2,790	\$0	\$0
LSTA "On the Same Page" Grant	\$0	\$7,500	\$0	\$0	\$7,218	\$0	\$282
Council on Aging GLSS grant	\$27,320	\$7,510	\$0	\$0	\$7,090	\$0	\$27,741
<i>Current Year Federal Grants</i>	\$82,689	\$1,169,911	\$0	\$0	\$1,208,021	\$0	\$44,579

	Carry Forward	Receipts or Grant Amount	Transfers In	Transfers Out	Expended	Encumbered	Balance
State Grants							
Extended Polling Hours	\$5,818	\$0	\$0	\$0	\$1,701	\$0	\$4,117
Bulletproof Vest Partnership State	\$0	\$5,714	\$0	\$0	\$5,714	\$0	\$0
E911Support & Incentive Grant	\$30	\$30,986	\$0	\$0	\$30,732	\$0	\$284
Emergency Medical Dispatch	\$5,355	\$10,000	\$0	\$12,781	\$819	\$0	\$1,755
S.A.F.E. Grant	\$1,752	\$6,904	\$0	\$0	\$6,102	\$0	\$2,554
Academic Support	\$0	\$3,700	\$0	\$0	\$3,700	\$0	\$0
Racial Imbalance (Metco)	\$0	\$213,673	\$0	\$0	\$213,673	\$0	\$0
Sustainable Materials Grant	\$90	\$0	\$0	\$90	\$0	\$0	\$0
Chapter 90	\$82,665	\$448,195	\$0	\$44,538	\$486,323	\$0	-\$1
Winter Rapid Recovery Road Recovery	\$0	\$61,545	\$0	\$0	\$59,775	\$0	\$1,770
Green St. Sidewalk	\$1,308	\$0	\$0	\$0	\$1,308	\$0	\$0
MEMA reimbursement	\$30,263	\$0	\$0	\$0	\$30,263	\$0	\$0
Elderly Programs	\$0	\$22,344	\$0	\$0	\$22,344	\$0	\$0
Library library state aid	\$84,678	\$8,015	\$0	\$0	\$12,945	\$0	\$79,748
<i>Current Year State Grants</i>	<i>\$211,960</i>	<i>\$811,076</i>	<i>\$0</i>	<i>\$57,409</i>	<i>\$875,399</i>	<i>\$0</i>	<i>\$90,228</i>
Revolving Funds							
Cable PEG Access	\$525,277	\$174,438	\$0	\$0	\$72,360	\$192,602	\$434,753
Tricentennial Celbration Revolving	\$0	\$170	\$0	\$0	\$0	\$0	\$170
Design Review Planning	-\$4,651	\$9,256	\$0	\$0	\$2,397	\$0	\$2,208
Design Review Conservation	\$29,805	\$28,161	\$0	\$0	\$30,602	\$0	\$27,364
Design Review Board of Appeals	\$18,098	\$0	\$0	\$0	\$0	\$0	\$18,098
Market Street Consultants DSR	\$13,149	\$93,704	\$0	\$0	\$102,934	\$0	\$3,919
L.I.F.E. Consultant Fire	\$0	\$7,500	\$0	\$0	\$0	\$0	\$7,500
Highway Design Review	\$7,160	\$2,350	\$0	\$0	\$2,560	\$0	\$6,950
Police Ins Reimb Under 20K	\$1,666	\$0	\$0	\$0	\$1,665	\$0	\$0
Fire Ins Reimb Under 20K	\$0	\$13,839	\$0	\$0	\$13,839	\$0	\$0
DPW Ins Reimb Under 20K	\$281	\$20,000	\$0	\$0	\$18,954	\$0	\$1,327
Law Enforcement Trust	\$11,147	\$0	\$0	\$0	\$37	\$0	\$11,110
Athletic Fund	\$77,347	\$25,578	\$0	\$0	\$26,380	\$0	\$76,545
Activity Fee	\$57,502	\$180,865	\$0	\$180,000	\$1,545	\$0	\$56,822
Full Day Kindergarten Fee	\$243,567	\$277,271	\$0	\$250,000	\$0	\$0	\$270,838
Book Damage Ch. 88 HS	\$8,538	\$427	\$0	\$0	\$367	\$0	\$8,598
Book Damage Ch. 88 MS	\$2,106	\$671	\$0	\$0	\$2,277	\$0	\$499
Book Damage Ch. 88 Summer	\$839	\$105	\$0	\$0	\$0	\$0	\$944
Book Damage Ch. 88 Huckleberry	\$180	\$0	\$0	\$0	\$0	\$0	\$180
Middle School Afterschool Homework	\$0	\$3,850	\$0	\$0	\$3,697	\$0	\$153
Adult Education	\$0	\$7,229	\$0	\$3,744	\$3,485	\$0	\$0
Art Works	\$0	\$135,732	\$0	\$13,166	\$122,566	\$0	\$0
Extended Day	\$0	\$402,607	\$0	\$199,379	\$203,228	\$0	\$0
Intramurals	\$0	\$37,576	\$0	\$803	\$36,773	\$0	\$0
S.O.F.A.	\$0	\$205,898	\$0	\$48,099	\$157,799	\$0	\$0
Support	\$150,346	\$265,141	\$0	\$57,000	\$134,778	\$0	\$223,709
Lunch Program System Wide	\$59,735	\$792,184	\$0	\$0	\$755,969	\$0	\$95,951
High School Jazz Band	\$5,109	\$6,270	\$0	\$0	\$10,994	\$0	\$385
School Build Ins Reimb Under 20k	\$31,874	\$5,250	\$0	\$0	\$31,874	\$0	\$5,250
Non Resident Tuition	\$12,000	\$66,000	\$0	\$0	\$6,000	\$0	\$72,000
WPAT Setic Sytem Loan Admin	\$5,500	\$0	\$0	\$0	\$0	\$0	\$5,500
Board of Health Revolving	\$5,604	\$9,189	\$0	\$0	\$10,215	\$0	\$4,579
Recreation Revolving	\$98,276	\$103,227	\$0	\$0	\$80,182	\$0	\$121,321
C.O.A. Activity Revolving	\$82,129	\$35,451	\$0	\$0	\$23,135	\$0	\$94,444
Library Revolving	\$390	\$1,674	\$0	\$0	\$1,507	\$0	\$556
Arts Revolving	\$4,773	\$4,259	\$0	\$0	\$5,298	\$0	\$3,734
<i>Revolving Funds</i>	<i>\$1,447,749</i>	<i>\$2,915,872</i>	<i>\$0</i>	<i>\$752,191</i>	<i>\$1,863,419</i>	<i>\$192,602</i>	<i>\$1,555,409</i>

	Carry Forward	Receipts or Grant Amount	Transfers In	Transfers Out	Expended	Encumbered	Balance
Receipts Reserved for Appropriation							
Sale of Real Estate	\$1,293,798	\$1,731,750	\$0	\$2,500,000	\$0	\$0	\$525,548
Insurance Proceeds >20K	\$0	\$160,321	\$0	\$147,905	\$0	\$0	\$12,416
Wetland Protection	\$60,642	\$3,490	\$16,250	\$0	\$5,643	\$0	\$74,739
Fingerprint Background Checks	\$0	\$70	\$0	\$0	\$0	\$0	\$70
Sale of Cemetary Lots	\$31,450	\$25,940	\$0	\$15,000	\$0	\$0	\$42,390
Betterments-WPAT Septic Loans	\$283,681	\$46,451	\$0	\$32,601	\$0	\$0	\$297,531
<i>Receipts Reserved for Approp.</i>	\$1,669,570	\$1,968,022	\$16,250	\$2,695,506	\$5,643	\$0	\$952,694
Gift Accounts							
Italian Program Gift	\$20,629	\$0	\$0	\$0	\$1,040	\$0	\$19,589
Technology Gifts	\$188	\$50	\$0	\$0	\$239	\$0	\$0
Nurse Substitutes	\$1,292	\$875	\$0	\$0	\$150	\$0	\$2,017
Friends of METCO	\$3,139	\$350	\$0	\$0	\$3,140	\$0	\$349
Special Education Gift	\$32,255	\$2,535	\$0	\$0	\$7,708	\$0	\$27,082
Summer St. Gift	\$15,142	\$12,809	\$0	\$0	\$23,496	\$0	\$4,455
Hucklebery Hill Gift	\$25,276	\$35,391	\$0	\$0	\$31,994	\$0	\$28,672
Middle School Misc. Gifts	\$15,093	\$3,488	\$0	\$0	\$6,704	\$0	\$11,877
Wilson Memorial Scholarship	\$5,206	\$17	\$0	\$0	\$500	\$0	\$4,723
High School Gifts	\$794	\$944	\$0	\$0	\$1,680	\$0	\$59
Unified Arts	\$5,633	\$25,112	\$0	\$0	\$24,224	\$0	\$6,521
Special Ed Parent Advisory Council	\$0	\$4,075	\$0	\$0	\$700	\$0	\$3,375
High School Vocal Arts	\$0	\$4,398	\$0	\$0	\$3,468	\$0	\$930
Partridge Island Improvements	\$1	\$1,500	\$0	\$0	\$1,037	\$0	\$464
K-9 Private Grant	\$0	\$25,000	\$0	\$0	\$14,131	\$0	\$10,869
Wetlands Mitigation Gift	\$1,500	\$0	\$0	\$0	\$1,500	\$0	\$0
Engineering Study-Drainage	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Parks & Recreation Gifts	\$555	\$0	\$0	\$0	\$0	\$0	\$555
Pillings Pond Improvement Gift	\$0	\$3,909	\$0	\$0	\$0	\$0	\$3,909
Senior Center Gifts	\$8,174	\$0	\$0	\$0	\$3,113	\$0	\$5,061
Senior Center Renovation Gift	\$2,898	\$0	\$0	\$0	\$0	\$0	\$2,898
Library Gifts	\$8,260	\$1,617	\$0	\$0	\$1,173	\$0	\$8,704
Local History & Genealogy Gift	\$9,771	\$0	\$0	\$0	\$0	\$0	\$9,771
Public Libraries Fund	\$7,338	\$0	\$0	\$0	\$0	\$0	\$7,338
Library Expansion Gift	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Concerts on the Common	\$501	\$0	\$0	\$0	\$501	\$0	\$0
Essex National Heritage Partnership	\$17	\$0	\$0	\$0	\$0	\$0	\$17
Historical Book Proceeds	\$829	\$0	\$0	\$0	\$0	\$0	\$829
Tricentennial Gift Account	\$0	\$11,637	\$0	\$0	\$0	\$0	\$11,637
J. Rubbico Recreation Gift	\$825	\$0	\$0	\$0	\$0	\$0	\$825
Fire Rescue Equipment Gift	\$2,418	\$560	\$0	\$0	\$0	\$0	\$2,978
Early Literacy Gift	\$0	\$1,600	\$0	\$0	\$884	\$0	\$716
<i>Gifts</i>	\$277,733	\$135,867	\$0	\$0	\$127,381	\$0	\$286,219
Grand Total	\$1,862,410	\$7,000,748	\$16,250	\$3,505,106	\$4,079,862	\$192,602	\$2,929,128

Town of Lynnfield

Fiscal 2014 Revenue Summary

TAXES

Personal Property	\$421,061	
Real Estate (net of refunds)	\$34,855,178	
Tax Leins	\$246,402	
TOTAL PROPERTY TAXES		\$35,522,641

LOCAL RECEIPTS

MOTOR VEHICLE EXCISE (net of refunds)	\$2,349,888
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PENALTIES AND INTEREST

Property Taxes	\$42,018	
Motor Vehicle	\$14,843	
Leins	\$92,913	
TOTAL PENALTIES		\$149,774

PAYMENTS IN LIEU OF TAXES	\$355,535
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FEES	\$8,350
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RENTALS

South Hall/Post office	\$51,409	
South Hall Lower level	\$16,200	
Parking lot	\$6,000	
Total Rentals		\$73,609

DEPARTMENTAL REVENUE

Selectmen	\$2,778	
Assessors	\$424	
Treasurer	\$36,093	
Tax Collector	\$18,735	
Town clerk	\$8,945	
Conservation	\$182	
Planning Board	(\$4,300)	
Board of Appeals	\$4,000	
Police	\$26,696	
Fire	\$30,419	
School	\$139,234	
Public Works	\$20,387	
Cemetery	\$33,373	
Board of Health	\$15,330	
Historical Commission	\$15	
Zoning	\$2,213	
TOTAL DEPARTMENTAL REVENUES		\$334,523

LICENSES AND PERMITS

Selectmen	\$99,002	
Town Clerk	\$7,610	
Police	\$4,913	
Fire	\$6,985	
Zoning Enforcement	\$432,670	
Board of Health	\$41,415	
TOTAL LICENSES & PERMITS		\$592,594

FINES AND FORFEITS

Police	\$75,708	
Library	\$7,727	
TOTAL FINES & FORFEITS		\$83,435

MISCELLANEOUS REVENUES	\$10,329
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INTERGOVERNMENTAL RECEIPTS

STATE "CHERRY SHEET" RECEIPTS

Exemption Reimbursements	\$68,663	
State Owned Land	\$33,597	
Unrestricted General Gov Aid	\$900,466	
Chapter 70 School Aid	\$3,941,766	
Veterans Benefits	\$8,566	
TOTAL "CHERRY SHEET" RECEIPTS	\$11,390	\$4,953,058

EXPENDITURE REIMBURSEMENTS

Minicipal Medicaid	\$31,469	
Other State Reimbirsement	\$12,450	
FEMA Reimbursement	\$29,528	
TOTAL GOVERNMENT REIMBURSEMENT		\$73,446

STATE OTHER RECEIPTS

Local Meals Tax	\$277,937	
Total OTHER RECEIPTS		\$277,937

TOTAL INTERGOVERNMENTAL RECEIPTS**\$5,304,441****SPECIAL REVENUES**

FEDERAL GRANTS

Teacher Quality	\$27,160	
Title I Reading	\$143,339	
Sped Program Improvement	\$9,722	
94-142 Inclusion Education	\$461,933	
Early Childhood	\$15,843	
School Lunch	\$117,296	
Greater Lawrence Coalition		
Early Childhood Program Improvement	\$2,900	
Asst. to Firefighters Grant	\$190,000	
Emergency Management Performance Grant	\$3,369	
FEMA Hazard Mitigation Grant	\$59,604	
Greater Lynn Senior Services	\$7,510	
LSTA "On the Same Page" Grant	\$7,500	
TOTAL FEDERAL GRANTS		\$1,038,676

STATE GRANTS

Arts Lottery	\$4,259	
Northeast MA Homeland Sec Council	\$1,400	
E911 Grant		
Emergency Medical Dispatch Grant		
S.A.F.E. Grant	\$6,904	
Metco	\$213,673	
State Special Ed Reimbursement	\$321,505	
Academic Support Services	\$3,700	
Enhanced Health services	\$2,970	
Big Yellow School Bus	\$200	
Chapter 90 Highway	\$530,478	
MEMA-reimbursement	\$74,984	
Sustainable Materials Grant	\$910	
Elderly Programs	\$22,344	
Library State Aid	\$11,799	
TOTAL STATE GRANTS		\$1,195,126

REVOLVING FUNDS

Pillings Pond Benches	
Cable/Peg Access	\$174,438
Conservation Design Review Fees	\$28,161
Planning Bd Design Review Fees	\$9,256
Highway Design Review	\$2,350
L.I.F.E. Consultants Fire	\$7,500
Meadowwalk Consultants	\$93,704
Law Enforcement Trust	
Insurance Reimb Under \$20,000	\$39,090
Athletics	\$25,578
Activity Fee	\$180,865
Kindergarten Fee	\$277,171
Community Schools	\$789,042
Book Damage	\$1,203
After School Homework Prog.	\$3,750
High School Jazz Band	\$6,270
School Lunch	\$674,888
Non Resident Tuition	\$66,000
Special Ed Parent Adv. Council	\$4,075
High School Vocal Arts	\$4,398
Recreation	\$103,227
Board of Health-Flu Clinic	\$9,189
Council on Aging Programs	\$35,451
Library Lost Books	\$1,674
Tricentennial Celebration	\$170
TOTAL REVOLVING FUNDS	\$2,537,449

RECEIPTS RESERVED FOR APPROPRIATION

Sale of Real Estate	\$1,731,750
Conservation NOI Fees	\$3,490
Cemetery Lots	\$25,940
Septic Betterment receipts	\$46,451
Insurance Reimb > \$20,000	\$160,321
Fingerprint Background Checks	\$70
TOTAL RECEIPTS RESERVED	\$1,968,022

GIFTS

Special Education Gift	\$2,535	
Wilson Memorial Scholarship	\$17	
Summer St. School Gifts	\$12,809	
Huckleberry School Gifts	\$35,391	
Middle School Gifts	\$3,488	
High School Gifts	\$944	
School Arts	\$25,112	
Nurse Substitutes	\$875	
Technology Gifts	\$50	
Early Literacy Gift	\$1,600	
Friends of METCO	\$350	
Pillings Pond Improvement Gift	\$3,909	
Patridge Island Improvements	\$1,500	
K-9 (Provate Grant)	\$25,000	
Fire Rescue Equipment Gift	\$560	
Library Gifts	\$0	
Tricentennial Celebration Gifts	\$11,637	
Council On Aging Gifts	\$0	
TOTAL GIFTS	\$125,777	\$6,865,050
TOTAL SPECIAL REVENUES		

CAPITAL PROJECT**CAPITAL PROJECT REVENUES**

Transfers In (Sale of RE)	\$2,500,000		
MSBA reimbursement	\$1,501,123		
Transfers In (bond premium)	\$35,000		
		\$4,036,123	\$4,036,123

ENTERPRISE

EMS ENTERPRISE

Charges for Services	\$638,525		
Interest	\$272		
TOTAL EMS ENTERPRISE		\$638,797	

GOLF ENTERPRISE

Charges for Services	\$514,644		
Interest	\$677		
TOTAL GOLF ENTERPRISE		\$515,321	\$1,154,119

TRUSTS

TRUST FUND INVESTMENT INCOME

Library	\$1,679		
Legion Memorial	\$47		
L.I.F.E.	\$0		
Lynnfield Tricentennial	\$35		
Peabody Memorial	\$425		
Stabilization Fund	\$9,584		
Capital Facilities Maintenance Fund	\$5,605		
OPEB Trust	\$41		
Conservation Land	\$211		
Kuestenmacher Scholarship	\$1,475		
M.A. Maney Scholarship	\$277		
Cemetary Perpetual Care	\$7,358		
TOTAL TRUST FUND INCOME		\$26,737	

TRUST FUND PRINCIPAL

Conservation Land Fund	\$18,000		
Stabilization Fund	\$0		
Capital Facilities Maintenance Fund	\$0		
Cemetary Perpetual Care	\$22,575		
OPEB Trust	\$100,000		
TOTAL TRUST FUND PRINCIPAL		\$140,575	

TOTAL TRUST FUND RECEIPTS			\$167,312
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TOWN OF LYNNFIELD BALANCE SHEET – JUNE 30, 2014

ASSETS			
CASH:			
GENERAL CASH	\$8,789,628		
TRUSTS IN CUSTODY OF TREASURER	\$2,824,398		
PETTY CASH	\$900	\$11,614,926	
ACCOUNTS RECEIVABLE:			
REAL ESTATE TAXES	\$655,552		
PERSONAL PROPERTY TAXES	\$6,423		
MOTOR VEHICLE EXCISE TAXES	\$182,671		
DUE FROM OTHER Governments	\$0		
SPECIAL ASSESSMENTS	\$231,963		
TAX LEINS AND FORECLOSURES	\$349,981		
TAXES IN LITIGATION	\$9,935		
RESERVE FOR ABATEMENTS AND EXEMPTIONS	(\$133,967)		
OTHER RECEIVABLES	\$64,260		
EMERGENCY MEDICAL SERVICES	\$488,455	\$1,855,273	
PREPAID EXPENSES			\$0
AMOUNT TO BE PROVIDED FOR BOND PAYMENT			\$23,640,818
TOTAL ASSETS			\$37,111,017

LIABILITIES AND FUND BALANCE			
WARRANTS PAYABLE		\$1,242,495	
PAYROLL WITHHOLDINGS		\$146,821	
ACCRUED LIABILITIES		\$127,022	
NOTES PAYABLE		\$1,147,037	
BONDS PAYABLE		\$23,640,818	
AGENCY ACCOUNTS		\$117,634	
DEFERRED REVENUE:			
TAX TITLE AND POSSESSION	\$349,981		
REAL ESTATE AND PERSONAL PROPERTY	\$528,009		
TAXES IN LITIGATION	\$9,935		
MOTOR VEHICLE	\$182,671		
SPECIAL ASSESSMENTS	\$231,963		
OTHER RECEIVABLES	\$64,260		
EMERGENCY MEDICAL SERVICES	\$488,455	\$1,855,274	
FUND BALANCE:			
RESERVE FOR ENCUMBRANCES	\$157,409		
RESERVE FOR EXPENDITURES	\$1,101,468		
RESERVE FOR PETTY CASH	\$900		
RESERVE FOR APPROPRIATION DEFICITS	(\$243,984)		
DESIGNATED:			
CAPITAL ARTICLES	\$203,595		
SPECIAL REVENUE FUNDS	\$2,546,821		
CAPITAL PROJECT FUNDS	\$428,536		
ENTERPRISE FUNDS	\$138,432		
TRUSTS	\$2,824,398		
UNDESIGNATED	\$1,676,339	\$8,833,914	
TOTAL LIABILITIES AND FUND BALANCE			\$37,111,017

COUNCIL ON AGING

This year our senior center celebrated its 40th anniversary! Over 150 seniors attended this important event complete with a delicious meal, over 50 door prizes donated by the Friend's of the Lynnfield Senior Center and entertainment by the fabulous Singing Trooper! Our center has come a long way from its meager start in one small room at town hall forty years ago. Our Board of Directors chairman, Betty Hayter, gave a brief history of the past 40 years. She was actually an employee at town hall when the center was first formed and used to walk down the hall to say hello to the seniors on her lunch break. Sadly we lost our beloved Betty several months ago. Betty was a true friend to our center and to this town. She loved the town of Lynnfield and her heart and soul was in our center. She volunteered in our center 4 days each week for the past 15 years. She served as our Board Chair for most of that time, worked at the front desk, in our thrift shop, served on our TRIAD committee, cooked breakfast every Friday morning and so much more. She was a true, loyal friend to all of us and she is deeply missed.

Fred Santangelo was elected as our new Board Chairman and was a wonderful choice. Fred has been serving on our board for the past 10 years and has been instrumental in creating much needed policies and procedures, always in an effort to support our staff and to be fair to our participants.

The Board of Directors and the Friends of the Lynnfield Senior Center ran our 7th Annual Classic Car Show this past June. Over 60 beautiful cars arrived and volunteers Bill Pappas and Alan Dresios kept everything organized in our parking lot that morning....not an easy task! The Friends ran a variety of games inside along with oldies music, a bake sale, hot dogs and ice cream. Over 500 people, of all ages, attended.

Lastly we say good luck and farewell to our retiring town administrator, Bill Gustus. Bill has been a good friend to the senior community in this town. He has supported increases in our budget when it was needed and even found the funds for the purchase of our new 20-passenger van last year. We will miss Bill and his unwavering support, but wish him all of the best in his retirement years.

***Respectfully submitted,
Linda Naccara
Director***

BOARD OF APPEALS

The Board of Appeals acts under the Zoning By-laws for requests of variances, special permits or site plan approvals. The Board currently meets in the Selectmen's Room of Town Hall on the first Tuesday of each month to act on all cases submitted at least four weeks prior to the hearing.

The Board acted on sixteen cases and application fee revenue from these petitions totaled \$1,450.00. The cases were disposed of as follow:

Fifteen cases were granted.

Once case was withdrawn without prejudice.

Respectfully submitted,
Thomas Aylward
Chairman

BOARD OF ASSESSORS

The Board of Assessors is charged with the valuation of all real and personal property within the town of Lynnfield as well as being responsible for reviewing values upon the request of individual taxpayers or their representative and defending values at the Appellate Tax Board. The Board is also charged with the administration of exemptions and deferrals. In FY13 the Board began performing a cyclical review of all real estate within the town a task which will be completed in FY22 and is in the process of photographing all of the improved real estate within Lynnfield a task that will be completed in late FY15 or early FY16. The department valued all of the real estate in the town on an interim basis and will perform a triennial recertification of the town in FY17. For the first time in the history of the department, both valuations are being performed internally. It is anticipated that by internalizing these valuations that they will be done more accurately, equitably and economically.

For the 11th year the Board of Selectmen voted for a split tax rate for FY2014. The residential tax rate was \$14.77 while the commercial rate was \$16.59. The splitting of the tax rate effectively shifts a portion of the tax levy from residential onto commercial properties.

APPLICATION PROCESS FOR RECEIVING STATUTORY EXEMPTIONS:

The Town of Lynnfield, through the Board of Assessors, offers several types of exemptions. An exemption is the forgiveness of a portion of one's taxes because physical infirmity or age and an inability to pay taxes or because of military service to the country. Below is a listing of the elderly exemptions. More details on exemptions are available at the Assessor's Office or online.

When an exemption is based on a maximum income, the Lynnfield Board of Assessors is required to verify all sources of income when processing an application for any real estate exemption.

The following lists the documentation needed for the various sources of income and age.

1. Supplemental Security Income (SSI) statement
2. Pension statement
3. Interest from stocks, bond, savings, CD's, etc.
4. Tax returns from previous year
5. Bank books-savings/checking accounts (as of Dec. 31st)
6. Rent receipts from rental income
7. Birth certificate

Additionally, if a taxpayer's property has been placed in a trust, they must submit a copy of the trust and list of beneficiaries with their application.

Real Estate Exemptions/deferrals available from the Assessors for the Elderly

1. CLAUSE 17E Exemption Amount = \$259.00

Eligibility Requirements:

1. Widow or minor occupied premises on July 1st
2. Be at least 70 years of age, and own and occupy premises for the preceding five years
3. Total net worth cannot exceed \$59,151.00 (Excluding value of principal residence)

2. CLAUSE 41D Exemption Amount = \$750.00

Eligibility Requirements:

1. Be at least 65 years old before the beginning of the fiscal year (July 1st)
2. Own and occupy a principal residence in Massachusetts for ten years. In the year of the application, property must be owned and occupied on July 1st and be the place of domicile for the previous five years.

3. Net Worth:	Single person	\$47,352.00
	Married	\$62,424.00
(Excluding principal residence)		

4. Total Income:	Single person	\$24,458.00
	Married	\$36,685.00

5. Social Security Deductions:

Worker	\$4,381.00
Spouse	<u>\$2,191.00</u>
Total	\$6,572.00

3. CLAUSE 41A (Elderly Tax Deferrals)

What is a Tax Deferral?

A tax deferral permits the postponement of property tax payments. As opposed to an exemption, deferred taxes must eventually be repaid to the Town of Lynnfield with interest.

Under Clause 41A, one enters into an agreement with the Town to defer payment of all or part of the taxes plus 4% simple (non-compounding) interest. The total amounts deferred cannot exceed 50% of the property assessed value.

Who is Eligible?

Applicants must be 65 years or older by July 1st of the year in which the application is made; must solely own the property on which the taxes are being deferred, or be a joint owner with a spouse, or own property jointly with another person.

What are the Requirements?

1. Applicants must have owned and occupied any real estate property in Massachusetts for 5 years.
2. Resided in Massachusetts for the preceding 10 years.
3. Income cannot exceed \$40,000 in calendar year preceding the year of application.

How to apply for a Tax Deferral.

Contact the Board of Assessors for an application. Clause 41A can also be used in conjunction with an exemption for which an individual qualifies.

Applications under 41A must be filed with the Board of Assessors within three months of the mailing of the first actual tax bill.

SUMMARY OF ASSESSMENTS AND TAXES FOR FY 2014

A. TOWN of LYNNFIELD

1.	Total Amount to be Raised	\$46,903,705.22
	Total Estimated Receipts and Revenue	<u>(\$11,259,560.22)</u>
	From Other Sources	
	Net Amount to be Raised by Taxation	\$35,644,145.00
2.	Residential Property Valuation	\$2,166,450,901
	Commercial/Industrial Property Valuation	\$194,073,310
	Personal Property Valuation	<u>\$25,677,455</u>
	Total Assessed Value, R.E. & Personal Prop	\$2,386,201,666
3.	Fiscal 2014 Residential Tax Rate:	\$14.77
	Fiscal 2014 Commercial/Industrial/Personal Tax Rate:	\$16.59
4.	Residential Property Tax	\$31,998,480
	Commercial/Industrial Property Tax	\$ 3,219,676
	Personal Property Tax	<u>\$425,989</u>
	Total Taxes Levied on Property	\$35,644,145

B. LYNNFIELD WATER DISTRICT

1. Total Amount to be Raised	\$1,333,877.48
Total Estimated Receipts & Revenue from other Sources	<u>(\$682,700.00)</u>
Net Amount to be Raised by Taxation	\$651,177.48
2. Real Property Valuation	\$832,145,600
Personal Property Valuation	<u>\$10,647,292</u>
Total Assessed Value, Real Estate & Personal Property	\$842,792,892
3. Fiscal 2014 Tax rate: Res \$0.75 Comm \$0.85	
4. Real Estate Property Tax	\$642,127.28
Personal Property Tax	<u>\$9,050.20</u>
Total Taxes Levied on Property	\$651,177.48

C. LYNNFIELD CENTER WATER DISTRICT

1. Total Amount to be raised:	\$2,081,601.36
Total Estimated Receipts & Revenue from other Sources	<u>(1,092,042.49)</u>
Net Amount to be Raised by Taxation	\$989,558.87
2. Real Property Valuation	\$1,438,651,855
Personal Property Valuation	<u>\$13,402,526</u>
Total Assessed Value, Real Estate & Personal Property	\$1,452,054,381
3. Fiscal 2014 Tax Rate: \$0.66	
4. Real Estate Property Tax	\$981,170.16
Personal Property Tax	<u>\$8,388.71</u>
Total Taxes Levied on Property	\$989,558.87

D. MOTOR VEHICLE EXCISE**1. MOTOR VEHICLE EXCISE COMMITMENTS**

Levy of 2014	\$2,514,264.28
Dealer Plates in 2014	<u>\$6,700.00</u>
TOTAL:	\$2,520,964.28

2. MOTOR VEHICLE EXCISE ABATEMENTS

Levy of 2014	\$97,764.96
Levy of 2013 in 2014	\$9,775.82
Levy of 2011 in 2014	\$135.62
Levy of 2010 in 2014	<u>\$248.75</u>
 TOTAL	 \$107,925.15

Please call the Assessors' Office at 781-334-9450, if you have any questions.

Respectfully submitted,
Board of Assessors
Bonnie Celi, Chairman
Donald P. Garrity
Richard J. O'Neil, Jr.

CONSERVATION COMMISSION

The Conservation Commission has seven volunteer members appointed by the Board of Selectmen for three year terms. The Commission holds public meetings on the third Tuesday of each month, or more frequently if needed. Meetings normally begin at 6:30 p.m. The Commission is staffed by a full-time Conservation Administrator and a part-time Conservation Assistant. They are responsible for the issuance of permits, ongoing inspection of permitted sites and wetland reviews. They also provide information and assistance to residents and developers about Lynnfield's natural resources and management of Open Space lands.

The Commission's role is to administer and enforce the Wetland Protection Act (M.G.L. C.131 S. 40) and the Town of Lynnfield's Environmental Bylaw and Regulations. These state and local regulations help protect valuable natural resources including Lynnfield's rivers, lakes, marshes, ponds, lands subject to flooding, vegetated freshwater wetlands, riverfront areas, vernal pools and habitats. In 2005 the Lynnfield Environmental Bylaw was adopted by Town Meeting protecting additional land from development in Lynnfield. The Bylaw's Regulations mandate a 25 foot no disturb zone and 50 foot no build zone measured from the edge of wetlands. Variances may be requested and granted when the Commission finds that literal compliance with the regulations would cause substantial hardship to the applicant, the hardship is not caused by the applicant or the variance will not result in any harm to the values protected by the Bylaw.

Any construction project, such as the construction of a house, addition, deck, patio, driveway, septic system installation/ repair, or the alteration of land, such as grading, filling, tree removal, etc. within 100 feet of any wetland resource area or within 200 feet of a perennial river in Lynnfield requires a review and a wetlands permit from the Conservation Commission. Site visits to the proposed project are an integral part of this review with each wetlands application requiring at least one site visit, sometimes more. Since we are a regulatory board, the members work diligently and fairly to issue wetland permits. Commission members contribute a great deal of their time to study and review each project.

Two wetlands permits issued to the Town of Lynnfield in 2014 were for the artificial turf fields and other field improvements at Lynnfield High School (LHS) and Lynnfield Middle School (LMS). The installation of the artificial turf fields at LHS was completed last summer with an opening ceremony held on October 10, 2014. Fundraising is in process for the proposed artificial turf fields at LMS. Various other projects requiring ongoing monitoring and oversight by the Commission and Administrator include: ongoing Phase II of MarketStreet, the construction of the L.I.F.E.'s Colonial Village at MarketStreet, creation of new tees and greens at King Rail Golf Course, a daycare center on Broadway, new home construction on Ramsdell Way, Lowell Street, Kimberly Terrace, Chestnut Street and Pillings Pond Road, various additions, home improvement projects and septic repairs throughout town. Work on the former Pebble Cover subdivision commenced at the end of 2014 with the sale of the property and various

changes to that property, including the name change to Pagos Way. Construction has been continuing on Grandview Estates off Ramsdell Way as well as Windsor Estates behind the Senior Center.

When projects are complete, Certificates of Compliance are requested requiring site visits by the Conservation Commission to the property to assure compliance with the wetlands permit. Some of those include: 1 Colonial Road, 3 Bridle Path, 8 Alexandra, 15 Candlewood, 15 Tappan, 17 Townsend, 17 West Tapley, 23 Ashwood, 25 Wildewood, 37 Greenwood, 47-9 Bourque, 159 Main, 316 Old Pillings Pond, 385 Main, 925 Summer, Lara Lane and Pizzuti Way.

If there are wetlands violations occurring on a property, one course of action is to vote to issue Enforcement Orders. These may be issued for non-compliance with a wetlands permit or for violations without a permit. Some of the Enforcement Orders issued during 2014 include: to Market Street for the December failure of the earthen berm which slid down into the wetlands at Walnut Street, Chambers

Cadillac on Broadway, Ramsdell Way, One Ashdale, Willow Cemetery, One Colonial Road, 3 Bridle Path and 177 Main Street.

Various Conservation Subcommittees comprised of Lynnfield volunteers provide the Town with a variety of sponsored events, forums and informational nights. These subcommittees include: Open Space, Pesticide Awareness, Pillings Pond Management, and the Tree Committee.

The Pesticide Awareness Group's charge is to limit the use of pesticides on fields and lawns, while promoting the use of native vegetation. The Selectmen and Commission are actively working on the Pillings Pond Management Plan with our goal to improve the pond's water quality by addressing the algae problems that have persisted in the pond. This can be achieved by significantly reducing the nutrient loading and restoring native vegetation. In recent years Townscape has assisted in this endeavor by donating trees which were planted along the banks of Pillings Pond to help shade the pond, while providing nature's way of cleansing nutrients and other pollutants washed into the pond from lawncare products. Three current members of the Commission will be working next year with the Pillings Pond abutters to create a short and long term list of goals.

The Tree Committee has been active in raising public awareness of the value of trees within our community by assisting former Tree Warden Dennis Roy, and current Tree Warden Andrew Lafferty in obtaining Tree City USA status for Lynnfield, sponsoring the Lynnfield Tree Contests and celebrating Arbor Day in the Spring. They have also been extremely helpful in protecting Lynnfield's Public Shade Trees. Again this year the Tree Talk Newsletter, an educational brochure with valuable tree information, was mailed to residents' homes with tax bills. The Tree Committee is still promoting the adoption of a Lynnfield Scenic Roads Bylaw and hopefully will be on next year's April Town Meeting.

The Commission also oversees open space planning, land management and is the designated Lynnfield board overseeing Lynnfield's Stormwater Bylaw along with the Department of Public Works. Ongoing repairs and improvements were made to the Partridge Island Boardwalk and observation tower. This was accomplished by generous donations provided by Lynnfield Rotary, Lynnfield Initiatives for the Elderly (L.I.F.E.) and Kelly Automotive.

Lynnfield's Town website continues to be a great source of information for all Lynnfield residents (www.town.lynnfield.ma.us). Be sure and check out the Conservation Commission webpage!

We are truly proud of our dedicated volunteers who enjoy the interaction with town residents to protect our precious environment, observe wildlife in its natural habitat, and preserve our open space areas. We are always looking for volunteers, whether it is for the Commission openings, serving on one of our subcommittees, or simply volunteering for a clean up day or assisting with other projects. We appreciate the community's ongoing support to protect Lynnfield's natural resources. Stop by the Commission's office on the lower level for various informational brochures.

During this past year one of our members, Christina Prew, resigned in order to continue her graduate work in the environmental field. We welcomed two new members during the past year, Melanie Lovell and Donald Gentile. Anyone interested in volunteering for any Subcommittee may contact our Administrator Betty Adelson, at bettyadelson@town.lynnfield.ma.us or call (781) 334-9495. We currently have a full compliment of members, but may consider appointing an alternate member to fill any upcoming vacancy.

Respectfully submitted,

Denise Young, Chairman

Robert Milano, Vice Chairman

Don Gentile

Melanie Lovell

Paul Martindale

Janice Solomon

William Vitagliano

Betty Adelson, Conservation Administrator

Debby Dunphy, Conservation Assistant

FIRE DEPARTMENT

2014 has been a very busy year for the Lynnfield Fire Department. During 2014 we were able to complete the installation of sprinklers and fire alarm systems at both the South and Headquarters Fire Stations. These systems were funded through a grant from the Assistance to Firefighters Grant Program. We upgraded our complement of Thermal imagers. These imagers replace obsolete cameras that become unreliable. Thermal imagers allow firefighters to see through the smoke, making finding a fire easier and help us to find victims more quickly. We upgraded two of our staff cars. A 2015 Ford Explorer was purchased for the Fire Prevention Officer. The new vehicle replaced a recycled police cruiser that was at the end of its life. We also purchased a new to us 2008 Ford Explorer to replace a 2000 GMC Yukon that had failed after 280,000 miles.

*Respectfully submitted,
Chief Mark W. Tetreault*

BOARD OF HEALTH

The Board of Health is charged with the responsibility of protecting the health of the public by adopting health regulations pursuant to Massachusetts General Law.

The following summarizes the activities carried out by the BOH in 2014.

The Board of Health (BOH) Office handles many topics under the umbrella of public health. Environmental and public health topics under our purview include Title V septic systems, well permitting, food establishments, tobacco sales, semi-public swimming pools, tanning salons, recreational camps, animal inspections, housing and nuisance complaints, communicable disease investigations and immunization clinics. We also are a mosquito control liaison; and we review environmental-related issues. Lynnfield is also part of the Emergency Preparedness Region 3B Greater Lawrence Coalition and the Medical Reserve Corps Greater River Valley MRC, comprised of medical and non-medical volunteers.

Our staff consists of:

One full-time Director; One part-time Admin/Generalist (approx 13 hrs per week);

One Public Health Nurse one day per week;

On-call Sanitarian (approx 8-10 hrs per week); Sanitarians by assignment as-needed

Below is our 2014 report of those activities along with the associated permitting and inspection summary and milestone achievements. We begin with a list of topics for which we collect monies for licensing, permitting and inspection. Following these totals is a summary of associated activity. We further continue with a quarterly snapshot of activities that were undertaken during 2014. We conclude with our Public Health Nurse Report.

2014 Site Fees and Annual Permit Fees Collected by Category

Site specific Title V projects involving fees include disposal system construction permits (DSCP) and soil deep hole observation & percolation testing. Site specific well drilling also requires permitting. Annual permits for operations/activities are listed by category.

	2014	2013	2012
Disposal System Constr. Permit	\$26,855	\$26,165	\$24,155
Deep Hole/Percolation Testing	\$15,395	\$11,665	\$14,795
Well Drilling/Installation Total	\$400	\$200	\$400
Animal	\$525	\$350	\$375
Food Establishment	\$9,485	*\$4,545	\$3,563
Tobacco	\$1,835	\$1,955	\$1,200
Tanning	\$225	\$225	\$225
Semi-Public Swimming Pool	\$650	\$650	\$840
Septic Installer License	\$3,840	\$3,135	\$3,000
Septic Hauler	\$1,400	\$2,100	\$1,800
Recreational Camp	\$100	\$50	\$10

\$60,710 Total Combined Categories Collected in 2014

(Compared to 2013 \$51,040* and 2012 \$50,363; * 2013 Market Street waiver by Town Administration agreement totaled \$6,200).

Summary of Activity

Title V Disposal Systems 310 CMR 15:000:

The State Environmental Code, Title V: Standard requirements for the siting, construction, inspection, upgrade and expansion of the on-site sewage treatment and disposal systems and for the transport and disposal of septage.

Title V inspection reports, applications for percolation testing and applications for installations through disposal system construction permits (DSCP) are summarized below.

Title V inspections, by state-licensed inspectors, are required for most real estate transactions. During 2014 approximately 142 Title V inspection reports were submitted to the BOH (compared to 138 in 2013 and 125 in 2012). Public records requests are often centered on Title V reports. The BOH has a request in-take form and collects copy charges according to Town policy of .20 cents per page standard, \$2.50 for half-size blueprints and \$5 full size blueprints.

Title V Site Totals:

DSCP Applications Received

2014		2013	2012	2011
5	January	4	6	1
2	February	2	3	0
5	March	3	10	4
7	April	7	3	4
10	May	8	12	6
9	June	7	12	4
9	July	7	10	9
14	August	8	8	9
5	September	7	8	12
8	October	11	9	16
7	November	6	11	5
10	December	6	4	4
91	TOTAL	76	96	74

DSCP Revenue

2014	\$26,855
2013	\$ 26,165

Perc Test Applications Received

2014		2013	2012	2011
2	January	5	2	0
3	February	2	5	1
8	March	3	5	2
17	April	6	4	7
7	May	8	12	7
7	June	2	6	5
4	July	7	11	6
5	August	7	8	6
4	September	10	7	10
5	October	6	5	6
8	November	4	4	4
9	December	1	3	2
79	TOTAL	61	72	56

Perc Revenue

2014 **\$15,395**

2013 \$11,665

Well Drilling/Installation

2014 **\$400** (2013 \$200 and 2012 \$400)

Animal Inspector

Animal Inspector Nomination expires annually in April. The Chairman of the Board of Health, Dr. Richard A. Peinert, is the nominating authority. Kristin Esposito McRae and Cassandra Costa are currently certified by the state for animal inspections (Animal Control Officers (ACOs) are not funded for animal quarantine orders, thus associated bite/wound cases are handled by the Board of Health). Each Board of Health is required to have a certified Animal Inspector. The Animal Inspector has two state roles. One is to issue quarantines in all animal bite cases, both domestic & wild animals, as well as humans. This is to ensure that rabies, a deadly disease caused by a virus, is not found in our domestic animals or passed to people. Each animal quarantined requires a second visit to release the animal when the appropriate time has passed. The second role is to make an annual domestic animal survey. This is a requirement from Mass Dept of Agriculture, if an animal disease were to come through, the State could quickly contact the owners for danger or instructions. Animal visits are initiated from complaints, quarantine initiations and releases and "Barn" inspections.

Animal Inspections 2014 = 48 2013=72 2012= 22

Animal Permits 2014 = 13 2013=11 2012= 10

Food Establishment and Tobacco Sales Inspections for 2014

149 Inspections of Food Establishments in 2014 (2013= 150 and 2012 = 67)

Increase in the number of Food Establishments from 60 to 64 (compared to 40 in 2012). Market Street was a significant undertaking during 2013 and continued in 2014 with dialogs with the developer/coordinator/contractor/tenant, the collection of plans and permit applications, review and permit process and conducting pre-opening and routine inspections.

Inspection of tobacco displays, signs, etc. are included during routine food establishment inspections. This remained relatively unchanged from 2013 since none of the establishments at Market Street have tobacco sales.

Tanning Salon 2014

1 Tanning Salon Permit no change from 2013

Semi-Public Swimming Pool Permits for 2014

7 Total Pool Inspections were conducted in 2014 (8= 2013) for the following:

2 Seasonal Outdoor Pool

1 Annual Indoor Pool

2 Annual Whirlpool/Spas

Recreational Camp per for 105 CMR 430.000 Inspections

2014 Recreational Camps = 2 permits and 3 inspections (2013= 1 permit and 2 inspections similar to 2012). Inspections conducted; verification of protocols for required staff background checks, staff and campers immunizations and physicals, and camp policies, etc. A screening tool was used to streamline approach. In August 2014 prepared report to MA DPH and MassDEP as required.

Housing Inspections per 105 CMR 410.000

Housing Inspections are conducted by complaint or request. No fee is charged for housing inspections.

9 Housing inspections were conducted in 2014 (compared to 2013=2 and 2012=3). The associated "Orders to Correct" were draft and sent certified mail. Log kept for tracking complaints received.

Emergency Preparedness Regional Public Health Coalition

Region 3B Greater Lawrence

Andover Health Division is the host agency for Members of the Greater Lawrence Public Health Coalition for the communities of Andover, Lawrence, Lynnfield, Methuen, North Andover, Wilmington and North Reading. Coalition Member Responsibilities (Lynnfield) include:

A. To provide Host or coalition staff with all required reporting within designated timetables.

B. To meet grant deliverables.

C. To participate regularly in all Coalition activities, including meetings

Lynnfield has an Emergency Dispensing Site (EDS) plan in the event of a public health emergency. The EDS is a pre-designated site in the event that prophylaxis, medicine

distribution or vaccination needs to be distributed or carried out in the event of a public health emergency. Deliverables this grant year included in-part:
Initiated Site Activation call down drill of the EDS and completed spreadsheet of results.

Medical Reserve Corps

Greater River Valley Medical Reserve Corps is a coalition of medical and non-medical volunteers who are trained and ready to respond to an emergency when called to assist local health and safety officials. The Director attends coalition quarterly meetings to strengthen preparedness goals.

Administrative and Other Activities:

Annual Permit Renewal: mailing and processing of permits by categories using GeoTMS software;

Electronic Databases: Tracking Inspections and Schedule of Permitted Food/Tobacco Establishments - format useful for MA DPH reporting requirement;

Track Title V Inspection Sites - using readily available software (Excel);

Track Title V pumping records for sites that are still using cesspools;

Complaint In-Take Form and Tracking Log for Housing, Nuisance, Food & Other;

Animal Inspection and Quarantine tracking;

Review Application Form for Building Dept applications that require BOH sign-off;

Request Forms, etc for public access conveniently located in hallway with drop-box

Quarterly Activities & Milestones:

Below is a quarterly snapshot of other activities that were undertaken during 2014.

Jan – Mar 2014

The first quarter of 2014

Processed late permit renewals with late fees applied (annual permits exp Dec 31st). Food concession planning meeting took place for the new athletics field improvement project. Tobacco compliance checks were conducted; three stores failed and citations issued. Housing inspections were conducted and BOH held a hearing. January 2014 there were some regulatory changes in Title V. Re-visited items needed for the community septic management plan. Flu clinics winded down and shifted to reimbursement billing activities. MA DPH recognizes tick-borne diseases may represent an emerging disease with important clinical consequences and added B miyamotoi to the list reportable by laboratories. Emergency planning, the MA DPH is exploring the possibility of pursuing Health and Medical Coordinating Coalitions (HMCC). Lynnfield prepares for coalition audit. Budget planning continues. Mosquito control planning continues with Northeast Mass Mosquito Control. McRae, while holding the Registered Environmental Health Specialist (REHS) certificate since 2009, obtained the Massachusetts Registered Sanitarian (RS) license in March 2014. The Annual Report for 2013 was completed.

Apr – Jun 2013

The second quarter of 2014

Discussions of upcoming Phase II development at Market Street took place for anticipated food establishments. Tobacco control discussions took place relative to the

lack of regulations concerning e-cigarettes. Housing cases continued. Flu clinic reimbursements to the revolving account were received, approximately \$8k. By June 30th the nurse budget line item was drawn down. Animal Inspector nominations took place. Kristin McRae and Elizabeth Wiltshire hold the Animal Inspector certificates. Elizabeth Wiltshire remains on-call as back up Animal Inspector and leaves the Administration position which was filled by Cassandra Costa, a nursing school student.

Jul – Sep 2014

Third Quarter of 2014

Market Street pre-opening inspections were conducted and permits issued to Fugakyu Japanese and Temazcal Tequila Cantina. The 2013 Annual Report for MA DPH Food Protection Program was prepared and submitted.

Mosquitoes: Lynnfield BOH worked with the NE Mass Mosquito Control District and the MA DPH. Surveillance data was collected on-going basis. Emergency Planning, Lynnfield participated in the “Together We’re Ready: Massachusetts Prepared” campaign and provided 4 weekly press releases. Ebola Virus information was shared by MA DPH as topic in the news. Animal Inspector certificate was granted to Cassandra Costa. Beaver emergency trapping requested and granted for the drinking water supply canal area by 425 Walnut St.

Pilling Pond Voluntary Water Sampling: The sampling effort was undertaken July 8, 2014 with the assistance of Evelyn and Sonny Noto. This effort is voluntary and consisted of 5 sampling points similar to the last three years collection. For fresh water, E coli should not exceed 235 colonies/100 ml and Enterococci 61 colonies/100 ml.

None of the 2014 samples exceeded these standards.

July 2014 Laboratory Results in CFU/100 ml				
Sample #	Location	Fecal Coliform	E Coli	Enterococci
1	Wymon-Bouke	50 (30 July 2013) (130 Aug 2012)	20 (10 July 2013) (60 Aug 2012)	30 (<10 July 2013) (90 Aug 2012)
2	Island Ryan	40 (<10 July 2013) (160 Aug 2012)	50 (<10 July 2013) (120 Aug 2012)	10 (<10 July 2013) (100 Aug 2012)
3	PP Rd Crescent	30 (40 July 2013) (<10 Aug 2012)	10 (10 July 2013) (<10 Aug 2012)	<10 (20 July 2013) (<10 Aug 2012)
4	Rotary Park	10 (20 July 2013) (100 Aug 2012)	10 (20 July 2013) (50 Aug 2012)	<10 (<10 July 2013) (40 Aug 2012)
5	Edgemere Beechwood	10 (10 July 2013) (50 Aug 2012)	30 (20 July 2013) (30 Aug 2012)	<10 (<10 July 2013) (20 Aug 2012)

Oct – Dec 2014

The fourth quarter of 2014

Permit Renewal Applications: Annual permits that expire on December 31st include Food, Tobacco, Animal Keeping, Swimming Pool, Tanning, Septic Hauler and Installer. Renewal process is underway. Lynnfield High School Concessions starts a food plan review application and requests seasonal services from a mobile food vendor. Barn Inspections for the Mass Division of Animal Resources were conducted by Elizabeth Wiltshire concluding her assignments as Cassandra Costa becomes more involved in Animal Inspections. Flu Clinics were underway; see the Nurse's report for further details. Sharps disposal collection date was coordinated with DPW and held on Oct 18, 2014. The MA DPH announces the availability of the Cancer Incidence report on-line Dec 1, 2014. Beaver emergency trapping requested and granted for the area Pillings Pond Road at Meservey Lane. Town Budget Summit: December 3, 2014 Kristin McRae participated and presented an outline of BOH responsibilities.

Respectfully submitted,

Kristin Esposito McRae, RS, Director of BOH Office

Richard Peinert, M.D., Chairman

Gail Link McCausland, DMD, Member

David L. Jamison, D.D.S., Member

2014 ANNUAL REPORT OF THE PUBLIC HEALTH NURSE

Mission Statement

The role of the Lynnfield Public Health Nurse focuses on wellness education, health promotion and disease prevention and makes a difference in the life of the community and its residents.

Activities this year included the following:

- 1.) Attendance at monthly meetings of Public Health Nurses of North Eastern Massachusetts at Tewksbury Hospital to keep up to date on changes and protocol mandated by the Massachusetts Department of Public Health
- 2.) Development of policies and procedures relating to vaccines
- 3.) Online re-enrollment and approval from the Massachusetts Department of Public Health as a provider of vaccine for children
- 4.) Follow-up on communicable disease cases which included:

Giardiasis	1
Group B Streptococcus	1
Viral Meningitis (aseptic)	1
Human Granulocytic Anaplasmosis	1
Campylobacteriosis	5
Hepatitis C	1

Lyme Disease	8
Babesiosis	2
Legionellosis	2
Cryptosporidiosis	2
Influenza	14

- 5.) Annual Seasonal Flu Clinics were conducted which included the primary clinic at the Senior Center on 9-26-14. Five night clinics were conducted at the Town Hall in the Health Department Office on 10-06-14, 10-27-14, 11-17-14, 12-08-14 and 12-29-14. Flu Vaccine was also administered during the day to walk-ins and by appointment in the Health Department office. Distribution included Injectable Flu Vaccines and Flu Mist.
- 6.) Clinics were also held at the Police and Fire Department on 10-23-14, the Lynnfield High School on 10-17-14, the Lynnfield Middle School on 10-09-14, the Summer Street School on 10-24-14 and the Huckleberry Hill School on 10-16-14. A clinic was also done for DPW workers on 10-17-2014.
- 7.) Many home visits were conducted to house bound seniors for administration of Flu Vaccine.

DISTRIBUTION FROM STATE:

**SEASONAL
FLU VACCINE**
410

**SEASONAL
FLUMIST**
80

We were fortunate that the Massachusetts Department of Public Health extended providing flu vaccine for everyone regardless if they were insured or not this year but because of budget cuts across all departments, the Massachusetts Department of Public Health will no longer be able to provide influenza vaccine for insured adults 19 years of age and older starting with 2015 and going forward. This year the Board of Health voted to purchase 200 doses of flu vaccine for insured adults. That number of doses will not be enough for this coming year (2015) as we gave out a total of 690 doses (490 doses from the State and 200 that Lynnfield BOH purchased).

- 8). Attendance at the Nineteenth Annual Massachusetts Immunization Action Partnership Skills Building Conference in Marlborough, Massachusetts on October 23, 2014, attendance at the Annual Massachusetts Department of Public Health Immunization Program - Immunization Update-2014 held at Northern Essex Community College in Haverhill on May 6, 2014, and attendance at the Vaccine Reimbursement Training given by U Mass Medical School Center for Health Care Financing at Tewksbury Hospital on August 19, 2014.

9.) As a result of the increase of pertussis cases across the nation a Tdap program covering ages 11 and up was continued. This program also targets new moms, dads and caregivers of infants but is open to all who have not yet received their Tdap vaccine. We continue to immunize weekly anyone interested in this life saving vaccine.

10.) Usage and periodic updating of the Massachusetts Virtual Epidemiologic Network (MAVEN), a web based disease surveillance and case management system that enables MDPH and local health to capture and transfer appropriate public health, laboratory, and clinical data efficiently and securely over the internet which was mandated by the State Office of Health and Human Services on June 14, 2012.

11.) Preparation for usage of the MIIS. MIIS is a new statewide computerized system that collects and stores basic immunization information for people who live in Massachusetts. It is a secure and confidential system that is required by Massachusetts law. It is a system that is available for people of all ages to make sure that everyone is up-to-date with their shots and that records are available when needed such as when emergency medical help is needed.

***Respectfully submitted,
Sandra K. Wilson, R.N.
Town of Lynnfield
Board of Health***

HISTORICAL COMMISSION

The Lynnfield Historical Commission sponsored, planned, and attended three very successful events in celebration of the 300th anniversary of the 1714 Meeting House and 200th anniversary of the Town. The photography exhibit *Our Town in Pictures: A Celebration of Lynnfield*, presented in conjunction with the Lynnfield Historical Society, kicked off the year on February 28, the date of incorporation in 1814.

Among the dignitaries attending were A. David Rodham, former selectman and former Congressman John F. Tierney. Congratulatory plaques from Senator Elizabeth Warren, Speaker of the House of Representatives Robert A. DeLeo, and Secretary of the Commonwealth William Galvin were presented. The exhibit was on view at the 1714 Meeting House for the celebratory year before it was moved to the Merritt Center where it is now on loan from the Historical Society. On view are over fifty photographs from the collections of the Lynn Item, Wakefield Item and Lynnfield Historical Society.

The Antique House Tour took place in September. The tour began at the Meeting House and included the Joseph Henfield House and Captain Thomas Flint House on Main Street, the Hart House and John Burnham House on Chestnut Street, and the Joseph Tapley House and Jesse Tapley House on Lowell Street. More than 125 people visited the antique homes. Floral arrangements were created by the Village Home and Garden Club and Old Town Trolley provided transportation. This event was planned to showcase the beautiful homes, further interest in future historic preservation, and create an understanding of why we cherish this aspect of our living history.

The Civil War era camp reenactment by the Fifth Massachusetts Battery (E), Light Artillery, Army of the Potomac, Inc., took place on the first weekend in October on South Common Street. Along with the sleeping and community tents necessary to support a traveling unit, the Battery featured a cannon which was fired hourly, a traveling blacksmith forge with blacksmithing demonstrations, two horses, and general camp life presentations and activities.

The Commission met with organizations and committees both in and outside of town pursuant to its mission of overseeing and preserving significant structures. Included was a meeting with the newly formed Historical Assets Team (HAT) consisting of North Reading, Reading, Burlington, Stoneham, Wakefield, Wilmington, Winchester, and Woburn commissions. As a division of the North Suburban Planning Council and Metropolitan Area Planning Council, HAT is preparing a white paper focused on the lack of a presence of long range preservation planning in the Master Plans of local towns, including Lynnfield.

Jonathan Appell, Monuments Conservator, triaged a few of the stones in West and South Cemeteries before concentrating preservation in South Cemetery. The Commission also consulted with the DPW on safe tree and limb removal in the same cemetery. New hand-painted signs provided by the Commission were installed by the DPW in Old Burying

Ground, West Cemetery, and South Cemetery. Signs will be installed in Forest Hill and Willow Cemeteries in the spring of 2015.

The accessibility of the boulder marking the location of Camp Stanton/Camp Schuyler was noted as a project for a possible Civil War Preservation Grant in 2015. The Commission hopes to relocate the marker from private property to a more public site. This was a very important military training camp that mustered men from five counties during the civil war and remained through most of World War I.

Research was begun on the Moses Richardson House for placement on both the State and National Registers of Historic Places by the Massachusetts Historical Commission. The Commission supported the Historical Society in their campaign to save the Reverend Joseph Mottey House (Centre Farm) from destruction through purchase by the town. The Commission voted with the selectmen to offer the home for sale with a preservation restriction on the deed. The Commission is responsible to construct and oversee the restriction with the town administrator, town counsel, and selectmen.

Support was given to the Tree Committee for the institution of the Scenic Roads Bylaw which includes historic stone walls. These walls are designated as structures and are subject to the Demolition Delay Bylaw. Chestnut Street, Essex Street, Forest Hill Avenue, Lowell Street, Main Street, Pillings Pond Road, Salem Street, Summer Street, and Walnut Street are included in the recommendation for designation in the bylaw.

The Commission was contacted concerning the Demolition Delay By-Law by a representative for the owner of Haywood Farm. The initial inquiry was followed by actions outside the regulations of the bylaw by the property owner, Board of Appeals, and others. As a result, a significant structure in good condition and an excellent example of the farm culture of our town was destroyed. Consultations pertaining to the Bylaw were provided to the owners of 51/71 Parsons Avenue and 1282 Main Street.

Outreach by the Commission included a reply to Jacobs Corporation in regard to construction of two message signs on Route 1 for MASS DOT, discussions with library personnel concerning support for the Design and Planning Grant, and meetings with Ted Caswell and Andy Youngren of the Capitol Facilities Committee.

The Commission attended the Preservation Mass Most Endangered Historic Resources Awards in Worcester and the New Hampshire Old House and Barn Expo. Books acquired for the Commission's research library include *An Age of Barns* (Eric Sloane), *Houses Without Names* and *Big House, Little House, Back House, Barn* (Thomas C. Hubka), and *Save America's Windows* (John Leeke). The publications are available to homeowners searching for information on maintenance and repair of their antique homes.

Respectfully submitted,
Nan Hockenbury
Chair

LIBRARY

In January the Library submitted a Planning and Design Grant Application, the first of two grants administered by the MA Board of Library Commissioners as part of the MA Public Library Construction Program (MPLCP). This concluded six months of data collection by the Library staff into Lynnfield demographics, the history of our library and a preliminary needs assessment.

Department Heads Laura Brosnan, Samantha Cabral, Laurel Toole, Patricia Kelly, and Hollin Pagos contributed to a lengthy and thorough library building questionnaire and review of the library site. Samantha Cabral and Hollin Pagos also contributed a set of superb photographs and informative captions to the application that highlighted the need for additional and different kinds of space. If awarded, this grant will enable the library to study the level of services, collections and programs provided by our present facility and to evaluate the building in terms of projected community and staff needs for the next twenty years, select and hire an architect who will complete a schematic design. The completion date for the Planning and Design Grant is April 2016.

Preparations for our federally-funded LSTA grant “On the Same Page” were well underway at the start of the year. Assistant Director Samantha Cabral and Head of Youth Services Laura Brosnan collaborated in developing, writing and implementation of this grant. Our program titled “Lynnfield Reads Together!” invited the community to share experiences by reading and discussing Bill Bryson’s *A Walk in the Woods: Rediscovering America on the Appalachian Trail*. Younger readers were encouraged to read a more age appropriate title *Navigating Early* by Clare Vanderpool.

The Library partnered with several groups in Town - the Conservation Commission, the Recreation Department, Lynnfield Schools, Library Board of Trustee members - and offered book discussions, film showings, photography and nature walks and youth and family programs – a total of fourteen programs and 198 participants. The most successful programs were those for children and Adventure Backpacks - available for children and families to borrow – with compass, notebook, magnifying glass and crayons to aid our would-be nature enthusiasts.

Trustee Stanley Schantz resigned his position at the end of the first year of his second term and we welcomed Ann Miller as the new member of the Board of Trustees.

On April 28, the Board of Trustees went before Town Meeting to see if the Town would vote to authorize the Board to proceed with a feasibility study as part of the Planning and Design Grant Application and to see if the Town would vote to grant the Trustees the authority to apply for, accept, and expend any state grants which may be available for a feasibility study. We put together a “Get Out the Vote!” campaign to be sure of the passage of Article 18. By distributing lawn signs, rack cards to our Library patrons, a postcard to the Friends and letters to the editors of the two local papers from the Friends and Trustees’ Board, Article 18 passed with a resounding majority.

In September the Trustees hired Library Building Consultant Mary E. Braney to write a library building program that would undertake a study - with extensive staff and community input – as to what our community would need in a renovated or new facility. The completion date is April 2015. The outreach was extensive and extended from late fall into March 2015:

- *Meetings*: Space Planning Committee / Library Staff / Library Department Heads / Friends' Executive Board / Trustees / Jane Tremblay and School Principals / All Media Specialists / Planning Board / Conservation Commission / Exec. Board Lynnfield Mom's Group
- *Surveys*: Taxpayers and all high school students
- *Interviews*: Selectmen / Ted Caswell / Linda Naccara / James Boudreau
- *Guided tours*: Cambridge Public Library (Central) and East Boston Branch, Boston Public Library on January 29
- *Public Forums*: March 5, 2015 at 10:00 am and 7:30 pm

In addition to the "Lynnfield Reads Together!" grant-related programming, the Library offered eight other adult programs with a total attendance of 271. Programming for 2015 was planned and two series were booked - "Armchair Travel" and "Think Spring!"

Early in the year we learned that the open source (free) theme for our library website was no longer being supported by the developer. In July a premium theme that offered reliable technical support and sustainability was purchased. This new theme will occasion significant changes: it is mobile device-friendly and allows for additional information on selected pages and a more relevant arrangement under menu options on other pages.

In 2013 patron support for the eBook Helping Hand instruction program for downloading eBooks and installing OverDrive on their personal devices was a hit with the community: we held classes, made one-on-one appointments or assisted by telephone or email for a total of ninety-seven patrons. The nature of patrons' questions changed significantly in 2014. We saw an increased level of comfort among our patrons with the technology, superb library documentation and handouts that we developed and a vast improvement in the OverDrive Help Desk on their website. In the spring we provided twenty-two individual appointments and in the fall only five patrons attended a session. The Reference Department tracked requests for assistance from mid-December 2014 to mid-January 2015; during this time no requests were made and the eBook Helping Hand instruction was suspended until demand increases or changes.

The Library was able to upgrade the current AVAYA telephone system to utilize newer and improved technology. We coordinated the new features that we needed, negotiated the contract, and organized the final installation, staff training and troubleshooting for the new system. The transition to the new system was relatively smooth and easy.

Nancy D. Ryan, Library Director

Samantha Cabral, Assistant Director and Head of Public Services

Elizabeth H. Pagos, Circulation Manager
Circulation Services

The Circulation Services Department strives to provide our patrons with a welcoming and engaging library experience, whether they are stopping by to pick up materials or enjoying a longer visit to the Library. Our Circulation staff members are ready to assist patrons in locating materials, selecting the next book to read or film to watch, maintaining the organization and appearance of our collections, assisting with reservations for our popular Museum Pass Program, and providing customer service at the check-out desk.

In 2014, patrons visited the Lynnfield Library more than 97,700 times to take advantage of our growing collection of books, films, audiobooks, music, newspapers, magazines, and more. Over 430 new patrons registered for library cards, and over 122,000 items were checked out for use at home (that's an average of 410 items per day!). Our visitors represent a large segment of the population who continue to find value in the public library in the midst of the digital age. Data from TravelandLeisure.com indicates that in 2014, more people visited Massachusetts Public Libraries (37.5 million) than the Louvre Museum (9.3 million), Great Wall of China (10.7 million), Disneyland (16.2 million), and the Las Vegas Strip (30.5 million)!

Patrons may access us through our databases and the reading recommendation services available through our website, and eBooks and eAudiobooks can be downloaded from our OverDrive system and enjoyed on a variety of devices and eReaders. In fact, our online borrowing statistics were at an all-time high in 2014, with downloads of 4,500 eBooks and 1,020 eAudiobooks among Lynnfield residents alone.

The members of the Circulation Services Department wear many hats in their daily duties. In addition to checking library materials in and out, signing up new patrons for library cards, shelving and organizing library materials, and managing the Museum Pass Program, our Department also promotes and markets library services, creates themed displays of Library materials, and develops programs and services in support of community needs. In 2014, we continued our participation in the Lynnfield Welcomes program administered by local resident Karen Harrington. Lynnfield Welcomes provides gifts and information from local businesses and organizations to new residents of Lynnfield, and we provided over 70 Welcome Packets full of information about programs, services, and materials that new residents can take advantage of without breaking the bank.

In efforts towards community outreach, we held our annual Food for Fines drive in support of Haven from Hunger in Peabody, raising over 350 emergency food items for individuals and families in Peabody, Salem, and Lynnfield. Additionally, we continue to offer and expand our Homebound Services program, which provides delivery service to local residents who are unable to visit the Library in person due to a temporary or long-term condition or illness.

Our Museum Pass Program remained one of our most popular services throughout 2014, with 813 passes checked out for a reduced or waived admission fee to some of the area's most popular museum and attractions. This year we added the Merrimack Repertory Theatre to our collection of passes, which also includes the Boston Museum of Fine Arts, Stone and Franklin Park Zoos, Peabody Essex Museum, Isabella Stewart Gardner Museum, Boston Museum of Science, and many other cultural institutions. The Merrimack Repertory Theatre in Lowell, MA presents a mix of contemporary plays each month from September through May, and is a great place for theatre buffs to find relevant, intimate, professional theatre at reasonable ticket prices. This year, our Harvard Museum of Natural History pass expanded to include the adjacent Peabody Museum of Archaeology & Ethnology, which features one of the "finest collections of human cultural history found anywhere." Our patrons saved an average estimate of \$24,490 (and possibly as much as \$37,760) on admission to these local attractions in 2014! All of our museum passes are generously funded by the Friends of the Lynnfield Library.

Many of our patrons take advantage of the delivery system that allows us to request books, films, music CDs, and other physical items from libraries throughout the state (and country!) to be picked up right here in Lynnfield. This past year, the Massachusetts Library System undertook a big transition in our delivery service by switching to "Sort-to-Light," which offers greater efficiency and reduced waste in the transit process by eliminating the need for paper transit slips placed in each item indicating the destination of that item. The Massachusetts Library System estimates that statewide transition to Sort-to-Light saves library staff two seconds per transaction (which can add up to hours very quickly!), and will potentially save over 900 miles of label paper annually. The Lynnfield Public Library was selected as one of five libraries in our NOBLE consortium to pilot this new delivery system, and after immediate success of the pilot study our entire consortium of twenty-eight libraries made the switch, doing our part to save considerable time and waste!

A couple of new faces could be seen in the Circulation Services Department this year. Tim Fahey, a high school student in Wakefield, joined our team of Library Pages and can be found undertaking the essential tasks of shelving and organizing our library collections. Chris Rutigliano, who worked at the Lynnfield Library from 2001 to 2005, has also returned to our staff as a Circulation Substitute and will be on call to provide assistance at our public service desk when regular staff members are absent due to illness or vacation. Our new staff members have worked hard to learn (and re-learn) the responsibilities of their positions and have become invaluable members of our Library team – we welcome them aboard!

Patricia A. Kelly, Head of Reference Reference Services

The Reference staff answered 9,426 questions in 2014 ranging from simple title look-ups to complex reference questions involving Supreme Court cases! The Reference Desk is staffed all of the hours that the library is open. The department is comprised of one full time and two part time librarians; other Department Heads and the Assistant Director assist with shift coverage. The majority of our transactions occurred in the library with

one-on-one interactions with our patrons; we also answered a substantial number of questions via phone and e-mail. Our interlibrary loan service continued to be extremely popular with our patrons. We borrowed approximately 582 items from libraries outside the NOBLE consortium on behalf of our patrons. We loaned approximately 208 items to libraries outside of NOBLE.

Reference staff member Irene Gorevitz compiled a list of licensed day cares and preschools in Lynnfield and produced a handy brochure. She also updated her local information brochures: *Local Food Markets and Specialty Food Markets in the Lynnfield Area*; *Lynnfield Housing, Rental, and Realtor Information*; *ESL Resources in the Lynnfield Area*. These brochures are available on the library information table between the reference and circulation desks. Irene also continued producing her popular book lists on various genres, as well as maintaining a display of these suggested titles.

Reference staff member Marilyn Graves created displays on various timely and literary topics such as Writers Celebrate Boston, At the Water's Edge, Quilts and Color, and Food Movement.

We continued our ongoing collection evaluation project by analyzing a majority of the non-fiction collection. In each subject area, we take note of what we have, weed out-of-date materials, and purchase new materials to fill holes in the collection. (Weeded materials are sold at our book sale or donated for charity.) We also purchased over \$1,200 of "Great Courses" products. These educational DVDs and audiobooks cover a wide variety of topics – from Economics to Ancient History to Geology – and are extremely popular with our patrons.

The Reference Department continued its collaboration with the Lynnfield Middle and High Schools to keep our textbook collection current. The textbooks are available for use in the library only and are being heavily used by students and tutors. We also collaborated with the Children's Department on our annual fourth-grade visits. We hosted 180 fourth graders over four days in May and June. This energetic bunch got to search our on-line catalog, check out books, and learn to use reference resources.

Our very popular community art display program continued in 2014. From Labor Posters to Japanese Bunka Embroidery to Watercolors, the library was brightened by these dramatic and beautiful works of art. We also purchased two new tables to complement the artwork.

Nine students participated in community service at the library in 2014 under the direction of the Reference Department. These volunteers contributed a total of 109 hours to the library! Projects tackled by these enthusiastic volunteers included shifting the Reference collection to make room for a YA non-fiction collection; cleaning and straightening shelves; reorganizing the music CDs into a more easily browseable collection.

The Reference Department is responsible for selecting the majority of the adult non-fiction and reference materials. In 2014, approximately 26% of non-fiction materials

purchased was in direct response to patron requests. We also purchased 199 fiction and non-fiction Large Print titles to support our patrons who enjoy reading in a larger than usual font.

Laurel Toole, Head of Technical Services

Technical Services

The Technical Services staff added 4,311 new adult items and 2,103 new children and young adult items to our collections this year, as well as 181 adult gift items and sixty-three children's gift items.

The Head of Technical Services was asked by our consortium, NOBLE, to host librarians from our NOBLE system and the MVLC system to show them how we are using the Acquisitions features of our Evergreen system. They were able to see how it works in real time and ask questions about practices and procedures for adopting it at their libraries.

This is the second full year of being on our new system, Evergreen. Lynnfield has been on the forefront of reporting issues and possible solutions and we have seen many improvements implemented through system upgrades that have made the system more efficient for the staff and easier for use by our patrons. Serving on several committees at NOBLE and on the Commonwealth's MassLNC group that is developing Evergreen as a state-wide system, has enabled the Head of Technical Services to assist in developing the best possible platform and implementing future improvements for the staff and our patrons.

Technical Services is responsible for the maintenance of all PCs and the peripherals in the library, and we work closely with our consortium's computer specialists to troubleshoot problems and maintain a robust and safe computer environment for the staff and public computers. This includes applying software upgrades, maintaining and installing printers and scanners, installing security software and maintaining and upgrading our print release station.

As a result of this collaboration, we are able to offer the public a reliable platform of Internet services (desktop PCs and through our WiFi service) and printing services. We have a very faithful volunteer who works in Technical Services repairing our items. This year she mended 263 items and repaired 179 discs for us. We are very fortunate to have such a loyal, dedicated volunteer!

Laura Brosnan, Head of Youth Services

Youth Services

Youth Services served 5,018 young people in 2014 through 200 programs. Most of the programs were run by the department's two full time staff members, though a few outside performers visited in 2014 as well. Those same staff answered 770 questions (over sixty per month) from children, their families and caregivers, and their teachers.

Children's Programming

Youth Services was very pleased to offer a number of special programs in 2014 in conjunction with the Library's first-ever Community Read, Lynnfield Reads Together! In addition to the adult book selection of Bill Bryson's *A Walk in the Woods*, the Library purchased a number of copies of Clare Vanderpool's critically acclaimed *Navigating Early* for use by older children and teens and various other titles on nature themes for younger readers.

We encouraged young patrons to read and discuss the youth books, and participate in a number of programs celebrating the outdoors. The kickoff speakers were the father-son duo Paul and Asher Molyneaux, who set-off to thru-hike the Appalachian Trail together when Asher was only seven years old. Some patron favorites included a nature scavenger hunt held on the Town Common, a movie screening of *The Lorax*, and a shadow puppet show of Leo Lionni's *Swimmy* performed by Ann Legunn of The Puppetree. Also very popular were Adventure Backpack loans; each backpack contained a book about a nature topic, a nature journal and colored pencils, and a set of adventure tools like binoculars, a compass, and a magnifying glass.

Brand new in 2014 were "Singing & Signing" programs with local performers Wendy Manninen and Vicki Marsh. They visited on several weekday mornings to teach preschool students and senior citizens signs to many popular songs, some very new (as in "Let it Go" from popular Disney release *Frozen*) and some very old (as in "Daisy Bell", circa 1892). The Lynnfield Cultural Council generously funded this program in 2014, and due to its popularity with Tower Day and Bethlehem preschools and many other local patrons, the Council will fund it again in 2015.

Biweekly storytimes, held year-round, continued to be our most popular program offerings. The tiered age groups offer programming for parents and caregivers of children of different ages: Mother Goose serves the youngest patrons, birth-2, while Time for Stories serves the 2+ preschool crowd.

Programs that support cultural and artistic literacy also enjoyed continued popularity with patrons. Some of the favorite holiday celebrations in 2014 were Chinese New Year, Mardi Gras, and St. Patrick's Day. There was also a great turnout for winter holiday events like the annual Hanukkah Party run in conjunction with the Lappin Foundation of Salem and a Cookies & Cocoa Party with the annual reading of classic *The Polar Express* by Chris Van Allsburg. Some favorite literary celebrations included birthday parties for authors like Eric Carle, H. A. Rey, and David Shannon.

Young Adult Programming

The Library hosted twenty teen programs in 2014, serving 149 teens.

Unique to 2014 offerings were those associated with the Community Read, Lynnfield Reads Together! Teens were encouraged to read and discuss Clare Vanderpool's *Navigating Early*. A special Teen Map Challenge pitted rival teams of teens against one another to construct a map of Massachusetts State Parks from cut jigsaw puzzle pieces.

For regular programming, food remained a popular topic, so “Teen Cuisine” continued to be popular. In 2014, teens prepared and ate everything from frosty fruit smoothies to warm pumpkin muffins with spiced strudel topping. The menu is selected seasonally, so teens made chili for the Superbowl, and chocolate-covered treats for Valentine’s Day.

Teen Trivia also continued to be popular. Inspiration for 2014 themes came primarily from calendar events, like Chinese New Year (questions about the Chinese zodiac), Black History Month (questions about the American Civil Rights Movement), and National Physical Fitness & Sports Month (questions about sports and health). Since the unfortunate closure of Jeanne’s Bakery, cupcake prizes now come from Whole Foods at MarketStreet.

Summer Reading

In recognition of the importance of science, math, engineering, and technology education (STEM) for youth, the 2014 Summer Reading theme was “Fizz, Boom, READ!” ScienceTellers presented their “Dragons & Dreams” performance as the introductory event.

All summer long, librarians hosted programs to keep kids engaged: weekly “Hands On” science experiments, biweekly Bedtime Math events, and a few movie screenings about topics like robots and meteorology. A representative for local company iRobot also visited in July to show off an assortment of robots for household and military applications, including the most famous Roomba and lesser-known robots like gutter cleaners.

Thirty-four children won tickets to the Topsfield Fair, a ride, and lunch at the Fair for completing thirty days of reading over the course of the summer. Many others came close, and won fun summer prizes such as books, bubbles, puzzles, wiffle ball sets, arts & craft supplies and more as they reached benchmark numbers of reading days.

School and Community Organization Support

Youth Services continued outreach efforts to Lynnfield Public Schools in 2014, through several initiatives.

First and foremost, the Library supported teachers and students by providing year-round assistance on assignment-based reading and research needs, including biography reports, Gail Gibbons nonfiction reading assignments, science fairs, free reading assignments, and, of course, summer reading assignments. The Library was able to obtain nearly all of the titles on the required and recommended lists for Lynnfield students. For the convenience of students who travel or are otherwise unavailable to come to the Library during the summer, many of the Summer Reading titles were also added to our electronic e-book and e-audiobook collections on Overdrive in addition to the print collection available in-house, where students could check them out 24 hours a day from anywhere in the world they had an Internet connection.

Additionally, youth and reference librarians collaboratively offered bibliographic instruction to four groups of fourth grade students from the Summer Street and Huckleberry Hill Schools. Students are instructed in use of Reference materials, the online public access catalog, and are offered an opportunity to browse and select material from the Children's Room. For many students, this is when they first get their own library cards!

The Educator Resources Collection grew in 2014 with the addition of several workbooks with practice problems for use by teachers and families alike. Bibliographies of suggestions for excellent nonfiction reads were also added.

Kindergarten classes from the neighboring Tower Day School continued to visit. In 2014, six classes walked to the Library to hear youth librarians read about and to select books for home reading about a variety of topics like space, the human body, and backyard animals.

A Sampling of Popular Materials in 2014:

Children's Movies

The LEGO Movie and *Mr. Peabody and Sherman* were both big animated hits in 2014. *Maleficent* was the most popular release with live actors.

Children's Picture Books

Following on the success of Aaron Becker's *Journey* (2013), the sequel, *Quest*, came out in 2014. Marla Frazee's *The Farmer and the Clown* was another excellent addition to this format.

Children's Easy Readers

The Geisel Award-winning *You Are (Not) Small* by Anna Kang was popular in Lynnfield, as was *Waiting Is Not Easy!*, from the enduring *Elephant & Piggie* series by Mo Willems

Children's Fiction

Ann M. Martin's novel *Rain Reign* was popular with professional reviewers and young readers alike.

Children's Biographies

A number of fabulous picture book biographies were released in 2014, including *Josephine: The Dazzling Life of Josephine Baker* by Patricia Hruby Powell, *Little Melba and Her Big Trombone* by Katheryn Russell-Brown, and *The Right Word: Roget and His Thesaurus* by Jen Bryant.

Children's Graphic Novels

Autobiographical *El Deafo* by Cece Bell was an outstanding contribution. *Sisters* by Raina Telgemeier was also excellent, and very popular.

Children's Non-fiction

Books about animals were popular in 2014, including *Tuesday Tucks Me In: The Loyal Bond between a Soldier and His Service Dog* by Luis Carlos Montalvan, Bret Witter and Dan Dion and *Ivan: the Remarkable True Story of the Shopping Mall Gorilla* by Katherine Applegate.

Young Adult Nonfiction

Beyond Magenta: Transgender Teens Speak Out by Susan Kuklin was an excellent contribution to this collection on a timely topic in the news often in 2014.

Young Adult Movies

Based on the bestselling young adult novel by Veronica Roth, *Divergent* was a big hit in 2014. *The Giver*, also based on a novel for youth by Lois Lowry, was also very popular.

Conclusion

The Youth Services Department continues to offer children and teens and their families, caregivers and educators a safe, vibrant place to explore play, learning, and reading. We look ahead to witnessing another year of discovery in 2015.

Our Garden Clubs: Flower Workshop of Lynnfield and the Village Home & Garden Club

One of the collaborations that provide the Library staff, the Trustees, our patrons and community-at-large a great deal of pleasure is our relationship with Lynnfield's two garden clubs.

For many years, the efforts of the club members contribute to the celebration of the Christmas holidays with the vivid red poinsettias donated by the Flower Workshop displayed throughout the first floor of the library and the garlands, fashioned by the Village Home & Garden Club, that festoon the front of the library. The members of the Flower Workshop are responsible for the plantings and the shrubs and their maintenance on the Library grounds as the seasons move from planting pansies in the spring to mums in the fall months. In the spring we welcomed the Village Home and Garden Club's collaboration with the Lynnfield Art Guild, and Middle and High School students to bring us Art in Bloom – a week-long festival that honors the creativity of our artists and flower arrangers and the coming of spring.

Priscilla March, President

Friends of the Lynnfield Library

During 2014, the Friends of the Lynnfield Library (FOLL) continued to actively support the Library through advocacy and by raising funds to support Library programs and services. The work of the FOLL is facilitated greatly by the productive and congenial relationship with the Library Director, staff, and Board of Trustees, as well as the "can do" attitude of the Friends Executive Board and many volunteers.

The Board met nine times in 2014, along with the Library Director, to discuss and plan fund-raising activities and programs. At the annual meeting on May 12, the following

officers and Committee Chairs were elected: Priscilla March, President; Ann Decker, President-Elect; Cindy Ouellette, Publicity; Lauren George, Secretary; and Linda Burns, Treasurer.

The FOLL raises funds to support the Library through three major means: 1) donations from individuals/families (“Friends”), 2) sales of used books, other merchandise, and DVD rentals and 3) through partnerships with local businesses for special events that support non-profits while promoting the businesses. All told, the FOLL enjoyed revenue of approximately \$34,000 during FY2014 through these activities.

To facilitate donations from individuals/families, this year the FOLL instituted online donations through PayPal. The online donation option is now available on the FOLL website (foll.org), as well as the Library website. This option will be publicized in the May 2015 “Join the Friends” appeal. Our thanks to the volunteers and Library staff who worked to make this option available!

Of note in 2014 were the partnerships the FOLL enjoyed with local businesses. In April, the FOLL partnered for a second time with the 99 Restaurant in Lynnfield for a “Dining for a Cause” night during which the restaurant donated 5% of sales to the FOLL. In addition, the FOLL Board donated items to raffle off during the event. A new fundraising partnership in June 2014 was with OTTO Pizza (in MarketStreet). And, finally, after several discussions with the management team at Whole Foods (MarketStreet), the FOLL was pleased to be the September recipient of a Whole Foods “Community Day” donation during which the store donated 5% of the day’s net sales to the FOLL. Finally, the FOLL received a donation of a percentage of its first year of bowling proceeds from Kings Bowling (MarketStreet) – as part of the “second phase” of their community support celebrating their opening in 2013. These partnerships generated approximately \$7,500 for the Friends. We are very grateful to the management of these businesses for the opportunity to partner with them, as well as to residents and friends who came out to support us during these events.

The third major fund-raising activity of the Friends is income from sales of used books, other merchandise, and DVD rentals in the Library. Of particular import, the FOLL ran two successful book sales in 2014, the first in May during Lynnfield Day and the second – our major book sale – in October. The FOLL’s book sales are well known in the area for being of very high quality, thanks to residents and friends who donate gently used materials, and a dedicated volunteer crew who sorts and selects the materials for sale, as well as a fantastic “operations crew” on the day of the event. We are thankful for all the volunteers who make these high-energy events a success every year, and also for all who visit the sales to make purchases. Not only are these events successful fund-raisers, they also serve to bring together the reading and cultural community in town.

One of the FOLL’s most enjoyable activities is our yearly Volunteer Appreciation Reception, at which we formally thank all those individuals who give freely of their time and talent to helping the Library throughout the year. In June, the Friends hosted

approximately forty volunteers at a reception in the Meeting House to express our deep thanks for all they do for the FOLL, the Library, and the town of Lynnfield.

Board of Library Trustees

Robert D. Calamari, Jr., Chair
Faith Honer-Coakley, Vice-Chair
E. Seavey Bowdoin
Kerry Haughney
Ann Miller

Library Staff

Administration:

Nancy D. Ryan, Library Director
Samantha Cabral, Assistant Director and Head of Public Services
Patricia Natile, Administrative Assistant and Secretary, Board of Trustees

Youth Services:

Laura Brosnan, Head of Youth Services
Pam Griswold, Children's Assistant

Reference Services:

Patricia Kelly, Head of Reference Services
Irene Gorevitz, Reference Staff Librarian
Marilyn Graves, Reference Staff Librarian

Technical Services

Laurel Toole, Head of Technical Services
Pauline Silva, Technical Services Librarian

Circulation Services

Elizabeth Hollin Pagos, Circulation Manager
Katherine Decker, Circulation Assistant
Jane Doherty, Circulation Technician
Allison Gallagher, Circulation Technician
Dawn Mayerson, Circulation Technician
Margaret O'Keefe, Circulation Technician
Beverly Lenahan, Circulation Technician

Circulation Technician Substitutes

Mary Kraft
Carolyn Savio
Christine Rutigliano

Library Pages

Andrew Decker
Josephine Hilty

Nathalie Lilley
Joseph Ross*
Tim Fahey*

*Joseph Ross left in 2014 to pursue other work opportunities; Tim Fahey was hired to fill the vacancy.

Respectfully submitted,
Nancy D. Ryan
Library Director

PLANNING BOARD

The Planning Board consists of five members, each elected for a staggered term of five years. The Board is primarily responsible for overseeing residential and commercial development within the town. The Planning Board adopts and from time to time amends Rules and Regulations governing the subdivision of land in Lynnfield. The Board also oversees the Master Plan and the Zoning Bylaws.

During the past year the Board met several times with National Development at Market Street to view and discuss the progress of the development. The Board received numerous consultant reports on the construction of the new buildings and on the Design Standards of individual retail, office and restaurant businesses. Businesses are expected to open in 2015. The three ArborPoint apartment buildings totaling 180 units are at capacity.

In addition to overseeing the Market Street development, the Board approved a Definitive Subdivision Plan for “Parsons Ave. Ext” creating eight new lots. A Modification to the Approved Definitive Plan West Tapley Road extension was also approved.

Over the year the Board has participated in discussions with the Tree Committee regarding the Scenic Road Bylaw and with National Development and our Consultant regarding compliance with the Design Standards. The Board received two requests for waivers from the Design Standard sign requirements at Market Street. Upon discussion with both applicants both requests were approved due to the minimal deviation from the standards. Whole Foods inquired about the installation of a “hoop house” on the building roof which would extend the growing season next year. The Board approved a single hoop house structure subject to screening so that it would not be visible from the public ways.

In anticipation of the June 30, 2014 expiration date of Zoning Bylaw Section 7.7 “Temporary Moratorium Medical Treatment Centers,” the Board submitted for inclusion in the April 2014 Town Warrant amendments to the Zoning Bylaws: Article 16 to extend the Temporary Moratorium to December 31, 2013 and Article 17 to add Section 8.7 regulating “Medical Marijuana.” Article 16 was intended as a fail safe in case the Attorney General’s office did not approve Article 17. Town Meeting adopted and the Attorney General’s office approved both Articles. Town Meeting also adopted Article 21 an amendment to Zoning Bylaw Section 9.4 Wireless Communications’ District which was approved by the Attorney General.

The October Town Warrant included two warrant articles amending the Zoning Bylaws submitted by the Board: Article 13 to amend Section 8.5 “Special Permits, Adult Uses” citing the use may be located only within the Commercial District; and Article 14 to amend the Zoning Bylaws by deleting or adding sections relative to “Radio Telecommunications Facilities” and “Personal Wireless Service Facilities.” Town Meeting adopted and the Attorney General approved both articles.

Respectfully submitted,
John W. Faria, Chairman
Alan K. Dresios, Vice Chairman
Charles B. Wills, Clerk
Randall M. Crompton
Heather T. Sievers

POLICE DEPARTMENT

The Lynnfield Police Department has continued its plan to modernize the department. The Glock 9mm sidearm's that had been in use for twenty years were beyond their serviceable life. They were retired and replaced with new Glock 45 caliber pistols. We continued to upgrade our technology with cruiser laptops, desktops and software upgrades. We migrated our hard drives from town hall to police headquarters to ensure compliance with The Massachusetts Criminal Justice Information System requirements. This also allows us to increase security and storage. Additionally, one new cruiser was purchased to replace a vehicle that exceeded its mileage ceilings.

There were several personnel changes in 2014. Officer Paul Tomich retired in January. Nicholas Secatore was promoted to Sergeant in February. Scott Fitzmeyer and Jared Provost graduate the Reading Police Academy in February and are assigned to the second watch. Both officers are Lynnfield natives and attended The Lynnfield School system. The Lynnfield Police were awarded a \$25,000 grant to acquire the canine "Ace." Officer Ray Barnes has been appointed as the canine officer and attended a 14 week patrol training course and 6 week narcotics course. Officer Barnes and Ace have received the Massachusetts certification in both proficiencies.

In 2012, a partnership was forged between the Lynnfield Police Department and Brian Kelly of the Kelly Motor Group. Mr. Kelly paid for a one-year lease of a Harley Davidson police motorcycle for use by the Lynnfield Police Department. Mr. Kelly graciously offered to fund this item for 2013 and 2014 as well. The Lynnfield Police Department would like to thank Brian Kelly for his continued commitment to the Town of Lynnfield.

The year 2014 saw some encouraging crime statistics. Overall, reported crimes were down 16%.

Crimes against property -24%	Operating under the influence +33%
Theft from a motor vehicle -63%	Liquor law violation +300%
Larcenies -30%	Crimes against persons +15%
Counterfeiting/forgery -60%	Simple assault -31%
Malicious destruction of property -28%	Aggravated assault -100%
Robbery -100%	Total crimes against persons
Burglary/breaking and entering +50%	2013- 47 crimes
Total crimes against property -24%	2014- 54 crimes

Chief Breen wishes to thank the members of The Lynnfield Police Department, community groups, business owners, and residents of Lynnfield for their efforts to reduce crime and increase public safety.

2014 Roster

Chief of Police

David J. Breen

Captain

Karl Johnson

Sergeants

Sean Donovan

David Mayerson

Louis Trapasso

Nicholas Secatore

Patrol Officers

Charles Peabody

Sean Kilroy

Stephen Conley

Mark Bettencourt

Barnes

Alfred Scotina

Scott Fitzemeier

Anthony Hnath

Michael Topping

Bryan Materazzo

Raymond

Steven O'Connell

Jared Provost

Canine

Ace

Dispatchers

Maura O'Brien

Diane Williams

Charlotte Peterson

Michael DiCorato

Kimberly Smith

Crossing Guards

Carol Kilroy

John Walsh

Erin Batchelor

Matrons

Carol Kilroy

Chief's Administrative Assistant

Paul Donovan

DEPARTMENT OF PUBLIC WORKS

To the honorable Board of Selectmen and Citizens of the Town of Lynnfield, I hereby submit the following annual report of the Department of Public Works for the period covering January 1, 2014 to December 31, 2014.

The Department roster consisted of the following full and part time personnel:

Director: Dennis R. Roy, *(retired June 27, 2014)*/Andrew M. Lafferty, *(hired Sept 1, 2014)*

Town Engineer: Charlie L. Richter P.E,

Assistant Director of Facilities: Steven deBettencourt

Assistant Director of School Operations: Anthony Fratoni

Business Manager: Michelle Sweeney

Administrative Secretary: Brooke Conserva *(left June 13, 2014)*/Maureen Lanzillotti *(hired Dec 29, 2014)*

Highway:

Mark Rogers, General Working Foreman

John Canavan, Highway Foreman *(retired Nov 1, 2014)*

Rick DeGrande, Crew Supervisor

Mark Bushnell, Municipal Maintenance

Richard Peabody, Motor Equipment Operator

Kevin Raiche, Motor Equipment Operator

Gerard D'Orsi, Motor Equipment Operator

Frank Savchuk, Mechanic Foreman

James Carriere, Mechanic Assistant

Parks/Cemetery/Trees:

Brett Potter, Cemetery/Parks/Tree Foreman

John Leonard, Parks/ Cemetery Crew Supervisor

Eddie Downs, Tree Climber

Daniel Ashwell, Heavy Equipment Operator

Todd Boudreau, Heavy Equipment Operator

James Tamburrini, Motor Equipment Operator *(left Oct 18, 2014)*

Nicholas Goodwin, Motor Equipment Operator *(started Dec 1, 2014)*

Municipal Buildings:

Town Hall/Police/Fire

Keith Hammerbeck, Head Custodian

Roger Harbour Sr., Municipal Custodian

Senior Center/South School Bldg

Paul Harrington, Municipal Custodian

Jonathan Paddock, Municipal Custodian *(full time as of Oct 20, 2014)*

John Quinn, Municipal Custodian *(Part Time-left May 30, 2014)*

Bus Drivers:

Ann Tondreau

Donna Turcotte

Maureen Teixeira (*left June 26, 2014*)

Christy Peterson (*retired July 14, 2014*)

Joanne Lawson (*retired Aug 8, 2014*)

School Buildings:**High School**

John Desiderio, Head Custodian

Glenn Anderson, Custodian

Armando Agramonte Sr., Custodian

Mike White, Custodian

Michael Manning, Custodian

Middle School

David LeBlanc, Head Custodian

Armando Agramonte Jr. Custodian (*left June 23, 2104*)

Martin Ayoal, Custodian

Dan Harvey, Custodian

Marien Guzman, Custodian

Huckleberry Hill School

Marilyn Bonneau, Huckleberry Hill Head Custodian

James Reilly, Custodian

Summer Street School

Arthur Dupuis, Summer Street School Head Custodian

Robert Burke, Custodian

David King, School Maintenance Specialist

Claudio DeCarlo, Municipal/School Maintenance

MISSION STATEMENT

The mission of the Lynnfield Department of Public Works is to maintain all roadways, drainage infrastructure, parks, cemeteries, schools and other municipal facilities in a cost effective and environmentally sensitive manner for the short and long-term benefit of our customers and the environment.

INTRODUCTION

The Department of Public Works is the second largest town operating budget providing essential public works infrastructure support services for the citizens of Lynnfield. Services provided by this department include engineering design, municipal construction, maintenance and repair of streets, sidewalks, storm drains; maintenance and repair to all DPW vehicles and equipment including school buses and the Council of Aging vehicles; maintenance of parks, playgrounds, cemeteries, athletic fields, public and school buildings; manage refuse collection, disposal and recycling; snow plowing and ice control; administration of construction contracts; review of subdivision projects; manage all public shade trees for pruning, planting and/or removal; school bus transportation; custodial services to all

municipal and school buildings; maintenance of town owned street lights and traffic signals, and conduct burials in municipal cemeteries.

The Department divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five Divisions: Administration, Municipal Building Maintenance, School Building Maintenance, Rubbish/ Recycling Collection and Disposal, and Highway/Cemeteries/Parks & Trees.

Lynnfield Public Works employs (44) full time staff, (16-20) seasonal employees in the summer and has an annual operating budget of \$6.16 million dollars which was increased by 12% from FY14. The FY15 DPW Capital Budget, approved by Town Meeting, included \$130,000 for town equipment and infrastructure improvements.

REPORTS BY DIVISION:

HIGHWAY:

The Highway Division of the DPW provides for the maintenance of all town roads, sidewalks, public path ways, municipal and school parking lots, fencing and guard rails. In addition to the normal surface repair of roads and sidewalks, the Highway Division is responsible for the clearing of snow, sand, litter and other unwanted debris from public ways and facilities. The Division also maintains our brooks and streams by keeping them clear of debris to flooding. The Highway Division maintains the Pillings Pond Dam spillway area and control boards, which regulate the elevation of the pond, when needed.

The Highway Division has more than 77 miles (250+ lanes miles) of roads and 91.3 miles of sidewalks that it must maintain.

The DPW continued its' aggressive program to clean and repair damaged manholes and catch basins throughout town. This year Public Works cleaned a total of 1736 catch basins throughout the town which helped in preventing street flooding caused by clogged drain lines. We also were able to repair over (25) collapsed catch basins and manholes this year as well as jet vacuum (15) additional catch basins that were partially or completely blocked. The spring season brought the usual DPW clean-up efforts with the street sweeping program beginning in early March and completed by mid-May. The street striping program was completed in early May. The Town also replaced over (300) feet of damaged asphalt curbing from this past winter's plowing as well as over (86) street and traffic signs this past year. Calendar year 2014 continued to be a very busy year for paving. Public Works received \$410,299 in FY15 from the state as our apportionment of Chapter 90 funding in April. In addition to Chapter 90 funds, \$115,000 was added to highway resurfacing for FY15 by the Town to supplement the street resurfacing program.

With the money provided by the Town and Chapter 90 for FY15, the following streets were paved in 2014:

- **Essex Street (Peabody Town Line to Pillings Pond Rd, 2223 feet)** – Mill and overlay 1-1/2" of bituminous concrete, new granite curbing at intersections, new bituminous concrete curbing and handicap ramps

- **Willowdale Drive (Brook Dr to Carpenter Rd, 775 feet)** – Reclaimed roadway, installed 2-1/2" bituminous concrete binder, 1-1/2" bituminous concrete top, and new cape cod curb

- **Kimball Lane (Salem St to End, 1150 feet)** – Mill and overlay with 1-1/2” bituminous concrete leveler, 1-1/2” bituminous concrete top, and bituminous concrete curb
- **Trog Hawley (Charing Cross to End, 650 feet)** – Reclaimed roadway, installed 2-1/2” bituminous concrete binder, 1-1/2” bituminous concrete top, and new cape cod curb
- **Westway (Chestnut St to Atherton Circle, 850 feet)** – Reclaimed roadway, installed 2-1/2” bituminous concrete binder, 1-1/2” bituminous concrete top, and new cape cod curb
- **Bourque Road (Pillings Pond Rd to End, 2030 feet)** – Reclaimed roadway, installed 2-1/2” bituminous concrete binder, and new cape cod berm. Drainage repairs and bituminous concrete top to be installed in 2015.

In April the State, through MassDOT, also granted the Town Winter Rapid Recovery Road Program (WRRRP) funding to perform pothole repairs and other repairs to the roadways due to the damage from the winter. The Town’s share of the funds totaled \$61,545 which was used for crack-filling and large scale patching throughout the Town.

CEMETERIES:

During the past year there were (54) interments at Forest Hill Cemetery and (7) at Willow Cemetery. During this same period there were a total of (93) new graves sold at Forest Hill and no graves sold at Willow Cemetery.

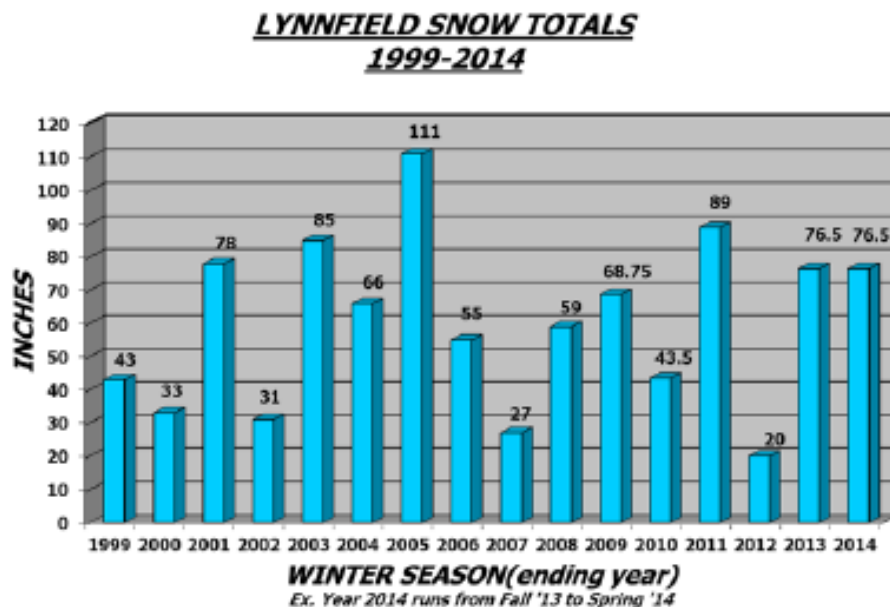


Forest Hill Cemetery consists of approximately 10 acres and Willow Cemetery is 5.5 acres. The Department is responsible for maintaining headstones, cutting grass, caring for shrubs, trees, and plantings in an effort to keep our cemeteries looking beautiful.

SNOW & ICE:

Public Works is responsible for clearing over (250) lane miles of roadway and (20) miles of the towns (91) total miles of sidewalks along with (4) school parking lots and (5) municipal building parking lots which includes Post Office Square. In addition, the DPW is responsible for snow removal from roofs of all its schools and municipal buildings if the conditions warrant it and clearing all avenues in both cemeteries.

The 2013-2014 winter season was an above normal year for snow with a total accumulation of 76.5" which happened to be same as the previous season. The average annual snowfall amount for Lynnfield is usually between 60-65 inches of snow.



During the 2013-2014 season, the town experienced (5) storms that received more than (6") inches of snow. The largest storm of the season occurred on January 2nd & 3rd when blizzard conditions dumped (12.5") inches of snow. In addition to these storms the Department was called upon to go out several nights and early mornings to maintain the Town's infrastructure to insure they would be safe for the public and school students when commuter hour arrived. Total expenses to control snow and ice operations ran well above the Town's annual appropriation of \$120,000. The total cost for snow and ice for FY14 was \$404,808.89.

PARKS & PLAYGROUNDS:

The DPW is responsible for maintaining over 60+ acres of public open space, comprising of (6) playgrounds and/or tot lots; (4) parks; the grounds around (5) municipal buildings, (4) school buildings; (4) basketball courts, (11) tennis courts, (1) outdoor running track, (2) football fields, (12) baseball/ softball diamonds, (5) multi-use playing fields used for soccer, field hockey, and lacrosse. This maintenance includes irrigation wells and systems for most of these fields.

The Town constructed a new sports field complex at the High School which includes a new football field, (2) new soccer fields, a softball field and baseball field. All these fields are

constructed with artificial turf. This complex also includes a Amenities Building which includes bathrooms, team rooms, field storage and a concession area. The Department of Public Works will be responsible for maintaining these new fields. The use of artificial turf allows for a durable playing surface that can hold up to the many events that occur on these fields.

FORESTRY/ TREES:

The DPW responds to over 250 calls per year regarding tree issues. This past year over (25) diseased, storm damaged, or root damaged trees were taken down. There were many more that were pruned back of their dead wood.

The DPW has continued its road clearing program on several streets where we remove brush and tree overgrowth that has encroached into the right of way with a roadside cutter. Public Works continued to work with Townscape this spring with the planting of new trees around town. This year the DPW assisted Townscape in planting 23 trees around Town.

This year (2) - public shade tree hearings were conducted in accordance with MGL. Chapter 87 for requests to remove public shade trees.

SOLID WASTE / RECYCLING:

The Public Works department is responsible for managing residential solid waste collection and disposal services for approximately 4350 residential households along with the recycling and recovery program that includes the annual collection of residential household hazardous waste.

During fiscal year 2014 the town collected and disposed of the following amounts from curbside collection:

- 4146 tons of solid waste (trash)
- 474 tons of co-mingled plastics/glass
- 596 tons of mixed paper
- 152 TV monitors
- 37 appliances
- 9 lawnmowers/grills
- 4 AC units
- 19 other large items

In addition to the curbside collected items residents also used the recycling center located behind town hall to dispose of:

- 7294 feet of Straight Fluorescent
- 17 Specialty Flood lamps
- 98 fluorescent light tubes



Tub grinding resident brush pile at Recycling Center

The town had a tub grinder in three times this past fiscal year to chip and dispose of residents brush.

The tipping fee at Covanta, in Haverhill, increases every year and was \$69.00 per ton for the FY14 fiscal year. This results in a cost of over \$331,454 this fiscal year to dispose of the Towns unrecyclable trash.

Public Works held its annual Household Hazardous Waste Collection Days this past November 15 at no cost to Lynnfield Residents. This event again was very successful in which (80) residents took part in. People were able to dispose of chemicals, oil base paints, TV's, propane tanks, pesticides and many other hazardous materials at this event. The cost to sponsor this once a year event is around \$8,000.

SCHOOLS:

One of the missions of the DPW is to provide the Town of Lynnfield with a high degree of quality service in custodial services, maintenance, and improvements to our schools. We are committed to protect the town's recent investment in the renovations of all our school facilities. With the school building projects completed now for more than (10) years the DPW has the responsibility to maintain these facilities to an acceptable condition.

Some of the annual repairs done to all schools include:

- Maintain interior and exterior lighting systems
- Replaced numerous exhaust fan and air handler belts
- Replaced all building air filters twice during the school year
- Painted many common areas during school vacations weeks and the summer that needed to be touched up
- Manage HVAC systems; including routine maintenance and repairs
- Completed miscellaneous carpentry projects
- Replaced ceiling tiles in classrooms and hallways as required
- Completed annual fire alarm inspection and testing

- Repaired plumbing and fixture problems throughout building
- Performed preventative maintenance service on both the High School and Middle School emergency generators.

Some of the many projects that were site specific and completed and/or managed by the DPW in 2014 were:

Lynnfield High School:

- Rebuilt main circulator pump for the building
- Replaced cafeteria entrance doors
- Replaced gymnasium and library door hardware with heavy duty hardware
- Renovated office in Library for Computer Education Director
- Upgrade energy management system throughout entire school
- Replaced carpeting from Special Ed Services Rm #230 and Learning CIL West 306 office areas with VCT tile
- Install split AC unit in Room 202
- Replace rear entrance doors in Gymnasium

Lynnfield Middle School:

- Exterior repairs to building fascia due to damage done by woodpeckers and squirrels
- Installed walls in 7th and 8th grade pods to create 2 new classrooms
- Replaced ceiling in kitchen area and repainted entire area
- Removed carpeting from front office and installed VCT tile in main office; repainted front entranceway
- Replaced main circulator pump in boiler room

Summer Street School:

- Pumped all septic system tanks and oil separation tanks
- Removed, rebuilt and reinstalled all classroom cabinets units
- Painted various areas throughout the building as needed
- Installed new sump pump in basement
- Replace AC condenser rooftop unit for Room #322

Huckleberry Hill School:

- Pumped all septic system tanks and oil separation tanks
- Replaced roof vent unit for hallway and classrooms
- Replaced AC condenser rooftop unit for Room #101

MUNICIPAL BUILDINGS:

One of the many functions of the Public Works Department is to maintain our municipal buildings and facilities. The Department maintains, which includes daily cleaning, (7) active town buildings and (2) inactive town buildings along with the parking lots and grounds that surround these buildings.

Some of the many projects and functions completed and/or managed by the Department:

Police and Fire Station Complex:

- Miscellaneous repairs to overhead doors

- Bid out and helped oversee installation of fire sprinkler system for Main and South Fire stations



South Lynnfield Fire Station:

- Installed new concrete exit ramp to front of garage
- Removed and replaced ceiling in kitchen area to accommodate sprinkler system

Center Library:

- Steam cleaned all rugs
- Replaced numerous interior and exterior lighting system ballasts throughout the building
- Installed new water saving toilets in restrooms

Senior Center:

- Repaired several rooftop HVAC units to improve system
- Installed floor drain system in basement with new sump pumps

Center Farm aka 567 Main Street:

- Winterized Center Farm plumbing system
- Serviced heating system
- Cleaned and maintenance building and grounds

DPW Garage:

- The portion of the DPW garage that burned in August of 2013 was designed by Weston and Sampson Engineers from Peabody, MA and put out for bids.
- Contract for construction was awarded in August to GTC Construction Management from Haverhill, MA. Construction is planned to start in Spring 2015.

GENERAL NOTES:

Along with the various projects undertaken by the Department of Public Works this year, the following miscellaneous activities occurred:

- Continue to work with organizations, committees and residents by supporting community events including: Annual Tree Lighting Ceremony, Concerts on the Commons, Rotary Barbeque, numerous sponsored road races, parades and individual block parties held throughout the year.

- The Essex County Correctional Facility provided the community with service inmates to clean the litter, rake leaves, and provide the town with their graffiti removal mobile unit to remove painted graffiti around town buildings and parks.
- Continued to act as the lead community for the Tri-Town Consortium of which Lynnfield is a part of. We renewed the contracts for over 20 items, such as street sweeping, bituminous paving, catch basin cleaning etc. This will save each of the Towns of Lynnfield, Middleton and North Reading a considerable amount of money as we use these similar services.
- Conducted (2) Medical Waste Collection Days during the year in conjunction with the Board of Health.

RETIREMENTS

Dennis R. Roy, DPW Director, August 1999 – June 2014

This year the Department saw the retirement of Dennis R. Roy as Director of Public Works. Mr. Roy served the Town of Lynnfield for fifteen of his nearly 40 years of public service as Director of Public Works. He helped transform the DPW into a department that could handle the ever increasing demands of the community. His dedicated and tireless effort in keeping the Town beautiful and its infrastructure running amid events ranging from natural disasters to Town budget issues was very much appreciated. We wish him luck with his next endeavor and enjoyment with his grandchildren.

Jack Canavan, Highway Foreman, April 1990 – November 2014

Jack worked for the DPW for 24 years helping to maintain the Town's infrastructure and battling countless snowstorms. He oversaw road construction crews and was instrumental in ensuring snow removal operations ran smoothly. His hard work and dedication will be missed.

Joanne Lawson, Bus Driver,

Joanne's 16 years of dedicated service to the Town and the DPW was greatly appreciated. Joanne was the lead bus driver and the Safety Instructor for the last five years and provided a friendly face to hundreds of kids on their way to school. She was a familiar face to the parents, students and staff and her hard work and dedication will be missed.

Christy Peterson, Bus Driver,

Christy provided 13 years of dedicated service safely transporting students. Her work for the Town and Department was greatly appreciated.

FROM THE DIRECTOR

The Lynnfield Public Works has accomplished a lot during 2014 under the direction of the former Director, Dennis Roy. Mr. Roy provided many years of service to the community and brought them through some tough financial years. His fiscal prowess allowed for the Town and the Department of Public Works to continue with its mission. Dennis left the Department with a well-seasoned, well trained staff, allowing me to step in and continue being successful. The accomplishments in 2014 could not have been done without the dedication and hard work of all the employees of the DPW who continue to faithfully serve the growing needs of the Community.

I appreciate the cooperation and support I have received from the staff during this transition period. The additional support from the other Town Departments and the residents has been a great benefit also. I look forward to continue to improving the level of service the Department of Public Works provides to the Community and in keeping Lynnfield a beautiful Town.

***Respectfully submitted,
Andrew M. Lafferty
Director of Public Works***

RECREATION COMMISSION

Board Members as of January 1, 2014

Matt Monkiewicz - Chairperson
John Judd – Fields Committee Chair
Frank Morelli – Treasurer

Rod Boone – Member
Bob Relihan – Member
Terri Farrell – Member
Frank Delisi – Member

The enclosed report is an outline for the Lynnfield Recreation Commission (LRC). The information includes an overview of all programs and events sponsored by the LRC in the year 2014.

Annual Tree Lighting & Gingerbread House Contest:

The annual Tree Lighting was held on Saturday December 6th on the Lynnfield Commons. The tree lighting is combined with an annual Ginger Bread House decorating contest. The LRC works with the Girls Scouts to provide this outstanding community event. The majority of the work is done by the LRC but efforts of volunteering are demonstrated by the Girl Scouts of Lynnfield. This year's event was another great success. The support of the Centre Congregational Church and the efforts of many volunteers help to make this day possible. The dedication and support of the Police and Fire Departments are greatly appreciated. It was a pleasure working with Chief Breen and Chief Tetreault. Also, the LRC is grateful for the town Selectman's time and would like to acknowledge Dave Nelson for his service as Master of Ceremonies. Lastly, the Lynnfield High School Music Department also plays an important role in the day as singers who perform and lead the group in a community sing a long.

Father/Daughter Dance:

The annual Father/Daughter dance is sponsored by the LRC for girls in grades 1-6. The event was held at the Sheraton Colonial. The couples enjoy an evening of dining, dancing and a professional portrait is taken as a keepsake. The overall count for 2014 was around 460 in attendance.

Girls Softball Program:

This program is offered to girls in grades 2-4. The teams are selected according to age. The coaching staff is comprised of parent volunteers. For the 2014 season there were over 33 girls. This year we hired a Softball Coach to oversee this program which worked out very well.

Recreation Station Early Drop Off:

This program was added last year in response the community need. Parents could sign up their kids to be dropped off an hour early at 8 a.m. so they can make it to work in time.

Recreation Station:

This program is the most successful event for the LRC. The Recreation Station Program is held at the Summer Street School. The program runs from 9 a.m. – noon on weekdays.

We started this program earlier this year. It started the week after school was out. It ran for approximately 6 weeks. This is a highly sought after program as it has a tremendous value for the quality. With over 18 years of experience running this program, Louise Ferullo oversees all aspects of the day to day operations, as well as program ideas and implementation. The program hires several paid councilors, volunteers, Director and Co-Director. This is a self-funded program with arts and crafts, music, fun Fridays and a decided philosophy to play as in days gone by where children can play freely with friends in a secure and safe environment. Over 350 children are enrolled in this program.

Recreation Station Jr:

This program is for children entering Kindergarten. A safe environment is provided for the children to develop social skills and meet new friends. The other side of the Summer Street School playground is the home to this program. The program runs on Tuesdays, Wednesdays and Thursdays from 9-12 starting the week after July 4th and runs for approximately 5 weeks. There were 46 children enrolled for 2014 and the program Directors were kindergarten teachers Traci Ross and Christine Sartorelli.

Summer Excursions:

This is new this year. We ran trips on Tuesdays and Thursdays for children in grades 4 and up. Some of the places we went were Patriots Place, Fenway Park, Sky Zone, Kings, the movies, mini golf and the Beach. They were very well received and will definitely be doing them again next summer.

Horribles Parade:

Takes place around the 4th of July. Children decorate their bikes, carriages or floats and parade through the closed off streets around the Common. The children then proceed to the side lawn to participate in some games.

Flag Football:

This is a program through North Shore Flag Football. The program is designed to provide a well-organized, entertaining and educational sports program for youth athletes. It is for kids from ages 5-14. They are provided with the flags as well as official NFL Jerseys. They play on Saturday's at the High School for approximately 7 weeks ending with a "Super Bowl." It was very well received with over 150 boys and girls signed up.

Concerts on the Common – Games:

This year we provided children's games as well as pony rides for the children during the Concerts on The Common. It was very successful and we are looking forward to working with Rotary again this year.

Lynnfield Day:

This was formerly known as Geranium Fest. This was our second year running this. We still had the Geraniums and the Crafters and coordinated with all the different organizations that have participated. We provided games, music and food as well. This was an enormous undertaking as you need to coordinate with so many different groups of people in the community.

Movie Nights:

This program runs one time a month on Friday Nights at Summer Street School. For \$12 the children are dropped off to watch a newly released movie and enjoy pizza and water while being supervised. It has received great response. The parents love the idea.

Lynnfield Middle School Early Release Trips:

This was new this year. The first Wednesday of the month we would take a group of middle school kids to different places. The children are released from school at 11 a.m. The bus would pick them up at the middle school and also drop them off at the middle school at 2 p.m. Some of the places we went were DIS, Chunky's and Sky Zone. This is a very popular program with wait lists.

Running Club:

We ran an Elementary Running club as well as a Middle School running club. They met 3 times a week. Focus was on proper form, nutrition, and personal goals. It was a very successful program.

ISPY Scavenger Hunt:

We teamed up with Lynnfield Library to conduct an ISPY nature scavenger hunt. We had about 10 children participate and they really enjoyed it.

Empowerment Bootcamp at Latitudes

This was a new program this year. Pam MacDonald ran this program for us for girls. It was very successful and worked out well working with Latitudes.

Easter Egg Hunt at MarketStreet

We teamed up with MarketStreet to conduct an Easter Egg hunt on the Green. There was an overwhelming response from the community and it was very well received.

Mother-Son Bowling

This was new this year. We teamed up with Kings and had a very successful Mother Son Bowling event. It has been many years since we had a Mother-Son event and it was very well attended.

Learn to Skate at MarketStreet

This was new this year. We ran 2 learn to skate programs for children ages 3 and up. They took place on Sunday mornings and Thursday afternoons. It was a great success.

Golf Program at Reedy Meadow

We started a golf program that ran right after recreation station was over. The children that signed up would stay at SSS for lunch then would be walked over to Reedy Meadow for their lessons. The parents and children loved this program.

Concerts on the Square at MarketStreet

Teaming up with MarketStreet we put on concerts on Thursdays from 6:00pm – 8:00pm through the months of July & August. It was a lot of fun and a great family event. We put on 7 concerts total and look forward to running this again next summer.

Boys & Girls LAX Skills

This was a program we ran at the LMS during the summer. It was a great way for children to try the sport or work on improving their skills. It was very well received.

Trips

This year we were excited to be able to run some trips. We ran a trip to a Red Sox game, The Play the Lion King as well as the Futures of Fenway.

Fireworks & the Taste of MarketStreet

We wanted to do something to celebrate the Tricentennial of the Meeting House and the Bicentennial of the town. We decided to put on the first ever firework display in Lynnfield. Terri Farrell was instrumental in spearheading this event. It was a huge success! We partnered with MarketStreet to put on the first Taste of MarketStreet where the restaurants could showcase their food. We sold wristbands which allowed access to all of the vendors. We estimated approximately 5000 people were in attendance.

The Lynnfield Recreation is very excited that we have more than doubled the programs/events we offer in 2013. We are working hard to build up the department according to the wants and needs of the community. We have so many more programs in the works and are looking forward to growing even more in 2015!

Respectfully submitted,

Julie Mallett – Co-Director

Joe Maney – Co-Director

SCHOOL DEPARTMENT

Lynnfield Preschool

The Lynnfield Preschool has been in existence since 1995 serving children ranging from 2.9 to 5 years of age. Both morning and afternoon programs are offered for our students who are grouped by age. Our preschool is integrated, serving both typically developing children and students with identified special needs. The program is language based and incorporates both a consultative and integrated therapy model promoting growth in self-advocacy and independence.

Readiness skills are taught through a multi-sensory approach incorporating differentiated instruction so that each child is able to achieve at his or her skill level. Our lead teachers are certified special education teachers with early childhood backgrounds. The program is also supported by a certified Speech and Language Pathologist, Occupational Therapist, Physical Therapist, Board Certified Behavior Analyst (BCBA) and trained Paraprofessionals.

We are very proud to report that the Lynnfield Preschool was awarded the prestigious National Association for the Education of Young Children accreditation this year. The Lynnfield Preschool is the only preschool in Lynnfield that has earned this accreditation for meeting the NAEYC Early Childhood program standards, which are considered the “gold standards” in the field of early childhood education.

Academic skills are taught through a combination of hands-on activities and structured lessons that allow children to experiment, discover, and problem-solve. Communication skills are integrated within the instruction provided in the classroom experience as part of the preschool day. A "total-communication" approach (combination of words, text, picture symbols, photographs, and sign language) is used to facilitate the development of age appropriate speech and language skills. Additionally, the Preschool continues to expand their technology integration with the use of a Smart Board and iPads.

Facilitated by district commitment to the model of a professional learning community, professional development is fostered through school-based initiatives aligned with the MA Curriculum Frameworks. The high standards of the Lynnfield Preschool continue to be enhanced by the dedication and commitment of staff as well as by the enrichment provided through strong parent support.

As we plan for the 2015-2016 school year, it is being proposed that Lynnfield Preschool will once again join the professional learning community at Summer Street School. It is our goal for Lynnfield Preschool to be located in the kindergarten wing of Summer Street School, in two Preschool equipped classrooms. The benefits of this move are many. Our students and staff will have access to greater resources, be a part of a larger school community and have a closer connection to district wide initiatives and expectations. It is a very exciting time for Lynnfield Preschool.

Lynnfield High School

We opened our doors in August 2014 with 630 students and 84 faculty members and support staff. We welcomed six new faculty members to our roster this year: Michael Bierwirth (Director of Athletics), Patrick Lamusta (Social Studies Department), Margaret Thompson (Foreign Language Department), David Coleman and Jacqueline Morin (Special Education). Kevin Cyr was recognized with the Massachusetts Secondary School Administrators Association Assistant Principal of the Year Award for 2014. He will be traveling to Washington, DC in April to be recognized by Congress along with all the other state winners from across the country.

Our focus this year for school improvement includes the expansion of our 1-1 Technology Integration Initiative. Students who received iPads last year continued with them this year while all other students received a Chromebook. All students at Lynnfield High School now have daily access to an individual device, as we continue to explore ways to improve teaching and learning through the use of technology. Another area of focus has been to develop strategies to help our students continue and improve on their success with standardized testing, specifically the SAT. Guidance and teaching staff have been active in developing new strategies in anticipation of the newly redesigned SAT which will appear in the spring of 2016.

Once again, Lynnfield High School students experienced tremendous success on the high-stakes tests of MCAS, SAT, and AP. Thirty-six students were awarded the distinction of being named Advanced Placement Scholars, with fourteen AP Scholars, four AP Scholars with Honor, eighteen AP Scholars with Distinction and one National AP Scholar. In addition, the high school continued to exceed the Adequate Yearly Progress required by the No Child Left Behind Act.

Our students have experienced outstanding success on the athletic fields, winning multiple league and sectional championships. Our music students have also received local and regional recognition for excellence. The fall production of “Beauty and the Beast” was an outstanding success. This spring, Ensemble will compete in the statewide Dramafest with “The Tempest”. In March, our choral arts members will travel to Nashville, TN and our band members will travel to Chicago, IL in April.

***Respectfully submitted,
Robert Cleary
Principal***

Lynnfield Middle School

The faculty and students of the Lynnfield Middle School grow and learn in a building that entered its eleventh year of existence. The building reflects the students who attend via classroom projects, accomplishments, and images. Also, during the summer of 2014, two new math classrooms were constructed the second floor from the open pod areas.

Enrollment is large and there are currently 735 students for grades 5-8. The beginning of the 2014-2015 school year has seen the addition of several newly hired staff and an entire

class of 178 fifth grade students new to the middle school. Grades 5 and 6 are configured into three teams of three teachers per grade. New for the 2014-2015 school year is the creation of academic teams for grades 7 and 8 with each grade having two teams of four subject teachers. This provides for greater subject specialization as well as a gradual progression from elementary to high school. The entire LMS schedule has been reconfigured to provide for longer class periods (54 minutes) throughout the day.

Physical education and health classes have collaborated into a Wellness program/course. Additionally, the STEM (science-technology-engineering-math) course has been expanded into all grade levels. Teachers continue to deliver the curriculum via a wide variety of strategies and practices. Differentiation of instruction is a key element within the heterogeneous composition of the middle school classroom.

Students in all grade levels have a variety of courses beyond the academic core (English, Math, Science, Social Studies/Humanities). Courses such as wellness, STEM, art, music, and media center are part of all students' annual experience. Further, students in grades 6-8 opt for Spanish or French and have opportunities in performance groups such as band and chorus.

Students continue to prepare for the MCAS testing in the spring. At that time, all students in grades 5-8 will be assessed in English/Language Arts and Mathematics.

Science, Technology and Engineering exams will be administered to 5th and 8th grade students. The volume of testing, though a challenge to administer, provides the school with a tremendous amount of data that can be utilized to guide curriculum and decision making regarding instruction. The Massachusetts Department of Elementary and Secondary Education will determine the future of the MCAS & PARCC tests in 2015.

Technology in the classroom has continued to increase in quality and frequency. The media center computer lab is frequently used by students within the media classes as well as subject-specific courses. We have utilized Chromebooks extensively across all grade levels as well as the Google suite of documents, email, and collaboration/sharing.

In conclusion, 2014 has seen much change towards improvement in the middle school.

Respectfully submitted,
Stephen Ralston
Principal

Summer Street School

Summer Street School is comprised of 413 students in grades K-4 with over 70 dedicated faculty and staff committed to providing the best educational experience. We have 21 regular education classrooms (K-4) in addition to four Special Education programs.

These programs serve students from kindergarten to fourth grade, with a vast array of specialized language-based programming needs. All four of our kindergarten classrooms are tuition-based full-day programs, in addition to a few .7 kindergarten students embedded within the full-day programs.

We welcomed several new faculty members to our roster this year; Ms. Tracy Caron; Speech and Language therapist, Ms. Christine Hebert; Special Education teacher, Ms. Kateri Kerrigan; Special Education teacher and Ms. Tanya McDonald; Special Education teacher.

As outlined in our School Improvement Plan, we continue to work collaboratively at each grade level as well as across grade levels to support implementation of the mastery learning objectives as described in the Common Core State Standards and the Massachusetts Curriculum Framework for English Language Arts and Literacy 2011 and the Massachusetts Curriculum Framework for Mathematics 2011. This year, we also began the process of taking inventory of all currently implemented District Determined Measures as mandated by the Department of Elementary and Secondary Education.

Additionally, we have started the integration of the Next Generation Science Standards into our current science curriculum.

Administrators and curriculum directors provide opportunities for teachers to work collaboratively with their colleagues at Huckleberry Hill School to share Smart Board lessons, writing rubrics, student exemplars, teaching strategies and other materials and resources in an effort to maintain consistent and common expectations for high student achievement. The opportunities for collaboration are made possible with the addition of Professional Development time on the first Wednesday of every month. The administrators and teachers at both elementary schools thank the School Committee and the community of Lynnfield for their support in providing us with this critical time.

In October, Summer Street School was awarded a Certificate of Achievement from the Massachusetts Department of Elementary and Secondary Education. Our school was recognized as a 2014 Commendation School for high achievement, high progress and narrowing proficiency gaps. We also received a visit from the Secretary of Education.

This award speaks to the hard work and dedication of the faculty and staff at Summer Street School. We were all very proud of this accomplishment.

The Summer Street School PTO and Whole Foods Market have partnered with Green City Growers of Somerville to create a sustainable garden. The third graders have been fortunate to work with Green City Growers to plant, maintain and cultivate fresh produce in a hands-on approach. This year-long commitment will continue in the spring. The PTO also held a very successful fundraiser this past November (Race for Education) and will use some of the proceeds to purchase technology for the school in the form of Chromebooks and iPads that will be accessible to all students. The staff and faculty truly appreciate the hard work and time that the PTO dedicates to our school.

Our Fine Arts department works collaboratively with the classroom teachers in order for all children to have opportunities to learn and master key concepts in a variety of venues. Classroom teachers and Specialists work together to find ways to incorporate key learning strands into the fine arts so as to provide a multidisciplinary way in which to address and successfully teach all types of learners.

When we close our doors in June, we say goodbye to one of our longtime members of the Lynnfield Public School system. Ms. Abigail Cole-Benedix, who is currently a kindergarten teacher, will be retiring after 21 years of dedicated service. We wish her well as she begins a new chapter in this journey of life.

Respectfully submitted:

Jennifer DiBiase, M.Ed/CAGS

Principal

Huckleberry Hill School

The Huckleberry Hill School has a population of 388 students in grades K-4. Our school has over 60 faculty and staff members committed to providing our students with the very best instruction and supervision. We have 20 regular education classrooms K-4, one classroom providing specific programming needs for multi-age students, one classroom that services students with special needs grades K-4 and the student support program which provides individual and small group instruction and support for students in grades K-4. This year our school has four, full day kindergarten classrooms.

Huckleberry Hill is happy to welcome several new staff members this year: Ms. Annie Walfield - Grade One teacher, Ms. Maria Driscoll - Grade Three teacher, Ms. Kerrie Fraser - Music specialist, Ms. Emily Wein - Speech and Language specialist, and Ms. Steffanie Munyon - Special Education teacher.

As outlined in our School Improvement Plan, the focus of our work this year is to continue to work collaboratively at grade levels and across grade levels to support implementation of mastery learning objectives as described in the Common Core State Standards and the Massachusetts Curriculum Framework for English Language Arts and Literacy 2011 and the Massachusetts Curriculum Framework for Mathematics 2011.

This year we have also begun the process of integrating the Next Generation Science Standards into our current science curriculum.

Administrators and curriculum directors continue to provide opportunities for teachers to work collaboratively with their colleagues at Summer Street School to share Smart Board lessons, writing rubrics, student exemplars, teaching strategies and other materials and resources in an effort to maintain consistent and common expectations for high student achievement. The opportunities for collaboration are made possible with the Professional Development time on the first Wednesday of every month. The administrators and teachers at both elementary schools thank the School Committee and the community of Lynnfield for their continued support in providing us with this critical time.

The character program at Huckleberry Hill, Huckleberry Heroes, is in its fifth year of implementation. The goal of the program continues to provide a safe physical and emotional environment for all members of the school community.

Our specialist programs, Music, Library/Media, Art and Physical Education, continue to be an integral and vital aspect of our school culture. Students look forward to, and

identify their day with which specialist they will have. The specialists work collaboratively with the classroom teachers to discuss student progress and seek to incorporate concepts studied in the classroom with units of study in their respective area.

The teachers at Huckleberry Hill continue to expand the use of technology as an instructional and assessment tool to support academic achievement. Through the continued generosity of our PTO we now have over 60 Chromebook, laptop computers and 20 Ipads available for student use. The PTO is also responsible for equipping every classroom with a Smart Board, a document camera, and an FM system to amplify the teacher's and/or student's voice. Not only do these tools increase student engagement and enhance instruction, they allow teachers to introduce and implement some of the 21st century skills our students will need to possess as they enter the world beyond school.

Lastly, it is with mixed emotions that we celebrate the retirement of two educators this year. Ms. Connie Krueger, our Library/Media Specialist and Ms. Mary Sanborn, the Title One program director will both be leaving HHS at the end of the school year. We thank you for your many years of dedication to the teachers, students and families of the Huckleberry Hill. You will be missed by your colleagues as well as the entire school community. We wish you both well as you begin this next exciting chapter in your life.

Respectfully submitted:
Brian Bemiss
Principal

TOWN CLERK

It gives me great pleasure to be submitting my first Annual Town Report as your Town Clerk. I'd like to thank everyone who has welcomed me to Lynnfield. Although it's been less than a year since I started, it feels like I've been part of the town for many years, and my job has been very rewarding, and very busy.

I updated the Town Clerk's web page to include more information on the Town Clerk's office, and included many of the forms that are used by residents. I also made changes to the voting process which I hope has eased the wait time for checking in and voting, and added additional election officers so that we can be sure we have enough staff to cover all elections. I've asked all departments, boards, and committees to update their State Ethics test to be sure everyone is in compliance.

At the 2014 Fall Town Meeting, the Animal Control Bylaw was updated so that Lynnfield is in compliance with the State Statue for Kennels, and the process for obtaining a business certificate was streamlined to ensure that all taxes and fees are up to date, and zoning and board of health regulations are known by the resident requesting the business certificate. Another more efficient process for death certificates was implemented to be in line with the new State Guidelines. At the State level, the process was developed to be on-line to provide a more secure and automated system, and to allow death certificates to be processed in a more timely fashion for a grieving family.

My most exciting achievement this year was to become a Certified MA Municipal Clerk. To be certified, a Town Clerk must have prerequisite experience, attend educational training courses, and pass a 250 question exam on various aspects of Mass General Laws. I will be required to be re-certified every four years which I will do by continuing education classes, and this allows me to stay on top of the many changes in the processes and laws that Clerk's see come through our office on a regular basis. I am proud to represent Lynnfield as a CMMC, as only about 1/3rd of all Clerks have obtained certification.

2014 was a busy year in the Clerk's office with elections and town meetings:

Annual Town Election, April 14, 2014	Annual Town Meeting, April 28, 2014
Special Town Meeting, June 30, 2014	State Primary, September 9, 2014
Fall Town Meeting, October 20, 2014	State General Election, November 4, 2014

I would like to thank Diane Hammerbeck, Lynnfield's Assistant Town Clerk. Her support and assistance is greatly appreciated.

Many thanks to the entire election staff for availability and professional help during the busy election and town meeting(s) preparation. They are to be commended for their careful, pleasant and efficient manner and "being there" when needed, in assisting with not only the town elections/meetings, but state elections as well. If you are someone who

would like to be involved in working future elections, please stop by the Clerk's office for more information.

I would also like to recognize the Tony Fratoni of the Lynnfield DPW as he plays a significant part in the election and town meeting process. Tony, along with the help from a few custodians from the School District, is key in the set-up and dismantling of each event.

A special thanks to the Police detail who provide the manpower as required by State Law to keep law and order at the voting polling locations.

The Town Clerk's Office is responsible for all elections – state and local, the certification of town meeting and election votes, conducts voter registration sessions, updates the voter list, certifies petitions, certifies nomination papers, records birth, marriage and death records, records marriage intentions, prepares monthly reports to Vital Statistics in Boston and genealogical research when requested. The Town Clerk also conducts the annual town census, certifies the residency of veterans' who qualify for state bonuses, receives board and committee meeting postings, administers and records oaths of office to town officials; submits zoning by-law and general by-law changes to the Attorney General, and sends the Jury List to the Secretary of State.

In addition, the Town Clerk issues dog tag licenses, storage of flammables, business certificates, raffle permits, and canvassing permits.

POPULATION AS OF DECEMBER 31, 2014: 12,595

REGISTERED VOTERS AS OF DECEMBER 31, 2014: 9,310

Democrat - 1,872 Republican - 1,791 Unenrolled - 5,610

Political Designations

Libertarian – 29

Green-Rainbow - 2

Natural Law Party – 1

Green Party USA - 2

MA Independent Party – 1

Interdependent 3rd Party - 2

2014 Licenses/Certificates Issued:

Births - 122

Business Licenses - 58

Marriages - 37

Raffle Permits - 3

Deaths - 111

Flammable Storage Permits - 6

Dog Licenses - 850

Respectfully submitted,

Trudy L. Reid

Town Clerk

LYNNFIELD TOWN WARRANT

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL TOWN ELECTION - APRIL 14, 2014

ANNUAL TOWN MEETING - APRIL 28, 2014

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in their respective polling places in said Lynnfield, on Monday, April 14, 2014 at 7:00 a.m., then and there to bring in their votes on one ballot for the choice of all necessary Town Officers for the ensuing year, chosen in this manner, viz.: one Assessor for three years; one Assessor for an unexpired term of two years; one Library Trustee for three years; one Library Trustee for an unexpired term of one year; one Moderator for one year; one Planning Board member for five years; one Housing Authority member for five years; one Housing Authority member for an unexpired term of two years; one School Committee member for three years; one Selectman for three years.

The Polls in each precinct will open at 7:00 a.m., and will be closed at 8:00 p.m., on said April 14, 2014. The polling places for voters in Precincts 1, 2, 3 and 4 will be at Lynnfield High School, Essex Street, all in said Lynnfield.

And you are further directed to notify and warn the inhabitants of the Town of Lynnfield qualified to vote in elections and Town affairs, to meet in the Middle School Auditorium, Cafeteria, and the Gymnasium, if necessary, on Monday, April 28, 2014 at 7:30 p.m., then and there to act on the following articles:

ARTICLE 1. To act on reports of town officers and special committees as published.

Submitted by BOARD OF SELECTMEN

ARTICLE 2. To choose all Town officers not required to be chosen by ballot: viz.; three field drivers, one pound keeper and three wood measurers.

Submitted by BOARD OF SELECTMEN

ARTICLE 3. To see if the Town will vote to FIX THE COMPENSATION of each of the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108, as amended.

Submitted by BOARD OF SELECTMEN

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2014 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 5. To see if the Town will vote to appropriate a sum of money for the construction of municipal outdoor recreational and athletic facilities, including the development of land and the construction and reconstruction of facilities, and to determine whether to raise this appropriation by borrowing or otherwise, or to take any other action related thereto.

Submitted by BOARD OF SELECTMEN

ARTICLE 6. To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 7. To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 8. To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or what action the Town will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 9. To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 10. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Council on Aging, limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2015 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 11. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Health, limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with all fees and charges received, and with recovery through third party billing received, during Fiscal Year 2015 from or in connection with persons taking part in said activities; or what action it will take thereon.

Submitted by BOARD OF HEALTH

ARTICLE 12. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Library Trustees, limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during Fiscal Year 2015 from persons paying such fines; or what action it will take thereon.

Submitted by BOARD OF LIBRARY TRUSTEES

ARTICLE 13. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Recreation Commission, limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay part time salaries, expenses and contractual services required to operate Recreation Activities, field administration and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2015 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 14. To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2015 from persons using said service; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 15. To see if the Town will vote to appropriate a sum of money from Golf Enterprise receipts and or Golf Enterprise Retained Earnings to pay expenses and contractual services required to operate the Reedy Meadow Golf Course and King Rail Golf Course, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2015 from persons using the golf course; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 16. To see if the Town will vote to amend the Town's Zoning Bylaws Section 7.7. Temporary Moratorium on Medical Marijuana Treatment Centers under subsection 7.7.3 Temporary Moratorium by replacing the current date of June 30, 2014 with the date of December 31, 2014, or what action it will take thereon

Submitted by PLANNING BOARD

ARTICLE 17. To see if the Town will vote to amend the Zoning Bylaws by adding Section 8.7 entitled Medical Marijuana

8.7 MEDICAL MARIJUANA

This bylaw applies to Registered Marijuana in Dispensaries within the Town of Lynnfield including all like or related businesses and facilities.

8.7.1 PURPOSE and INTENT

The Town adopts this bylaw to apply to all Registered Marijuana Dispensaries and like or related operations in the Town as permitted under the laws of the Commonwealth of Massachusetts. The purpose of this bylaw is to protect the health, safety, and welfare of the residents, businesses, and property owners in the Town. Further, the purpose of this bylaw is to provide areas within the Town for the cultivation, production, and distribution of marijuana so that persons permitted to obtain, possess, and use marijuana for medical purposes may do so. Nothing in this bylaw is intended to promote or condone the production, distribution, or possession of marijuana in violation of any applicable law.

8.7.2 LOCATION

8.7.2.1 By Special Permit, a Registered Marijuana Dispensary may be located within the Commercial District within the Town, and only within the Commercial District.

8.7.2.2 A separate Special Permit shall be required for each premises from which a Registered Marijuana Dispensary is operated. No two or more different Registered Marijuana Dispensaries may be treated as one premises nor may they be co-located on a single premises.

8.7.2.3 A Registered Marijuana Dispensary shall not be located within 1000 yards of any school, church, licensed childcare center, playground, place of worship, or any other Registered Marijuana Dispensary.

8.7.2.4 No Registered Marijuana Dispensary shall be located within the same premises as any medical doctor's office or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.

8.7.2.5 Any and all cultivation, production, storage, display, sales, or other distribution of marijuana shall be located so as to occur only within the Restricted Area of a Registered Marijuana Dispensary and shall not be visible from the exterior of the business.

8.7.2.6 Any and all signs related to the Registered Marijuana Dispensary must be located on the same building in which the Registered Marijuana Dispensary is located and must comply with all Sign Regulations of the Town of Lynnfield. No sign, advertisement, display, or other promotional material which utilizes graphics related to marijuana or marijuana paraphernalia, or figures or symbols related to marijuana shall be visible to the public from any public way, including but not limited to, sidewalks, pedestrian walkways, or highways.

8.7.3 DEFINITIONS

8.7.3.1 "Marijuana" or "Marihuana", means all parts of the plant *Cannabis sativa* L., whether growing or not; the seeds thereof; and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. It does not include the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks, except the resin extracted therefrom, fiber, oil, or cake or the sterilized seed of the plant which is incapable of germination.

8.7.3.2 Marijuana - infused Product (MIP) means a product infused with marijuana that is intended for use or consumption, including but not limited to edible products, ointments, aerosols, oils, and tinctures.

8.7.3.3 Medical Marijuana means any marijuana intended for medical use which meets all requirements for medical marijuana contained in this bylaw, the general laws of the Commonwealth of Massachusetts, and the Code of Massachusetts Regulations (CMR).

8.7.3.4 Person means any individual, any entity, or any combination of individuals, entities, or both individuals and entities.

8.7.3.5 Premises means a single lot as well as a single building.

8.7.3.6 Registered Marijuana Dispensary (RMD) means a not - for - profit entity registered under the Code of Massachusetts Regulations, that acquires, cultivates, possesses, processes (including development of related products such as edible MIPs, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

8.7.3.7 Special Permit Granting Authority means the town of Lynnfield Planning Board.

8.7.3.8 Violation of any Law or Violated any Law means a plea or finding of a violation of any law in a criminal, civil, or administrative proceeding, whether part of a plea agreement, settlement agreement or determination by an arbitrator, board, hearing officer, court, or jury.

8.7.3.9 References in this bylaw to any other bylaw, regulation, or law shall be construed to refer to such bylaw, regulation, or law as in effect at the date of adoption of this bylaw.

8.7.4 SPECIAL PERMIT

8.7.4.1 Authority

No operation of a Registered Marijuana Dispensary within the Town shall be allowed without a Special Permit granted by the Planning Board.

8.7.5 APPROVAL REQUIREMENTS

8.7.5.1 The Planning Board may issue a Special Permit for a Registered Marijuana Dispensary if the information available to the Planning Board verifies that the applicant has submitted a full and complete application, has planned improvements to the business location consistent with the application, is prepared to operate the business as set forth in the application and in accordance with Town Bylaws and has submitted the required fees as required. The Planning Board shall deny any application for a Special Permit where the applicant does not meet the requirements of Town Bylaws or any other applicable law, rule, or regulation or in the event that such application contains any false or incomplete information. The Planning Board may impose such conditions as it deems appropriate for the protection of public health, safety, and welfare in any district permitting such use. Said Special permit shall only be issued following a public hearing within sixty-five (65) days after the filing of an application and payment of the filing fees with the Planning Board, a copy of such application shall forthwith be given to the Town Clerk by the applicant.

8.7.5.2 A Special Permit for a Registered Marijuana Dispensary is not transferable or assignable, including, without limitation, not transferable or assignable to a different premises, to a different type of business (including another RMD), or to a different owner or licensee. A Registered Marijuana Dispensary Special Permit is valid only for the owner(s) named thereon, the type of business disclosed on the application for the license, and the location for which the license is issued.

8.7.6 APPLICATION

8.7.6.1 An application for a Special Permit for a Registered Marijuana Dispensary shall be made to the Planning Board with an application fee of One Thousand Five Hundred (\$1,500.00) Dollars. The Board may provide forms to applicants for that purpose. The application shall provide such information relative to the public health, safety, and welfare as may be required by the Planning Board including, but not limited to such matters as:

- (a) the identity of all investors, owners, officers, and employees of the applicant;
- (b) the applicant's past history and experience operating Registered Marijuana Dispensaries, including history of license or permit denials;
- (c) a description of all products and services to be provided;
- (d) an operating plan and a site plan for the proposed facility, including building layout, lighting, and security;
- (e) a ventilation plan for the elimination of marijuana odors off premises;
- (f) a written plan for wastewater disposal accompanied by a site plan describing the treatment of wastewater so as to prevent environmental harm;
- (g) a plan for the storage and disposal of all toxic substances on the premises;
- (h) a plan for the exclusion of minors from the premises if unaccompanied by an adult;
- (i) a statement as to the amount of the projected daily average and peak electric load anticipated and certification by a qualified engineer that the premises are equipped to provide such electric loads.
- (j) a plan by a Registered Land Surveyor to show within a radius of one thousand (1,000) feet from the boundaries of the property upon which the Registered Marijuana Dispensary is located, the proximity of the property to any school, church, licensed child care center, playground, place of worship, every other Registered Marijuana Dispensary, every residential zone district, and other facility identified in this bylaw, or to a mixed - use development containing one or more residences.

(k) a copy of the applicant's completed state RMD registration application in its entirety and a copy of the applicant's state RMD registration.

(l) proof of ownership or legal possession of the restricted area for a Registered Marijuana Dispensary for the term of the proposed license. If the Registered Marijuana Dispensary is not the owner of the premises of the business, the applicant shall provide on a form approved by the Town, written authorization to the Town from the owner to enter the property for inspection of the premises.

8.7.7 EXCLUSIONS

8.7.7.1 The permitting requirement set forth in this bylaw shall be in addition to, and not in lieu of, any other licensing and permitting requirements imposed by any other federal, state, or local law, including, by way of example, a retail sales and use tax license, a retail food establishment license, or any applicable zoning or building permit.

8.7.7.2 A Special Permit granted under this bylaw Does Not Provide any Exception, Defense, or Immunity from Other Laws. The issuance of any Special Permit pursuant to this bylaw does not create an exception, defense, or immunity to any person in regard to any potential criminal liability the person may have for the production, distribution, or possession of marijuana.

8.7.7.3 Compliance with the requirements of this bylaw shall not provide an exception, immunity, or defense to criminal prosecution under any applicable law, except for a violation of this bylaw.

8.7.8 ANNUAL RENEWAL

8.7.8.1 A Registered Marijuana Dispensary Special Permit shall be valid for one year. The Special Permit shall expire on the date stated on the license unless otherwise provided by the Planning Board. The Planning Board may extend the term of the license for no more than six months to facilitate the administration by the Planning Board of renewals and coordinate with the date for renewal of the state license of such licensee.

8.7.8.2 The Special Permit must be renewed annually by application on a form provided by the Planning Board requiring the Special Permit holder to confirm the status of information provided in its original application and all renewals thereof.

8.7.8.3 The application for renewal need not be considered unless the renewal application fee of Two Thousand Five Hundred (\$2500.00) Dollars has been paid in full.

8.7.8.4 The licensee shall apply for renewal of the medical marijuana business license at least ninety (90) days before the expiration of the license. The licensee shall apply for renewal using forms provided by the Planning Board.

8.7.8.5 In the event there has been a change to any information provided in the immediately prior application and if there has been any change to any of the plans identified in the license application which were submitted to and approved by the Planning Board with the application or an earlier renewal, the renewal application shall include specifics of such changes or proposed changes.

8.7.8.6 The renewal application shall include a copy of the applicant's current and valid state registration, a summary report for the previous twelve months showing the amount of marijuana purchased; the amount of marijuana sold, the forms in which marijuana was sold; the police report numbers or case numbers of all police calls to the RMD and its related facilities; and, for calls resulting in a charge of a violation of any law, the charge, case number, and disposition of any of the charges.

8.7.8.7 In the event there have been allegations of violations of this bylaw or any other law on the part of the Special Permit holder or the person submitting a renewal application, the Planning Board may hold a hearing prior to approving the renewal application. The hearing shall be to determine whether the application complies with this bylaw and whether the operation of the business has been in compliance with law. If the Planning Board does not hold a hearing and the application and the applicant(s) does not meet the requirements of all applicable rules, regulations, bylaws, and laws, or the business has been operated in the past in violation of any applicable rules, regulations, bylaws and laws, the renewal application may be denied or issued with conditions.

8.7.9 SEVERABILITY

The provisions of this bylaw are severable. If a court of competent jurisdiction declares any section, subsection, paragraph, or provision unconstitutional or invalid, the validity of the remaining provisions shall not be affected.

or what action it will take thereon

Submitted by PLANNING BOARD

ARTICLE 18. To see if the Town will vote to authorize the Board of Trustees of the Lynnfield Public Library to proceed with a feasibility study as part of the Planning & Design Grant Application submitted to the Massachusetts Board of Library Commissioners on January 14, 2014 to examine the options for expanding and renovating its current library building, or building a new facility and; to ratify the filing of said application and; to authorize the Trustees of the Lynnfield Public Library to apply for, accept, and expend any state grants which may be available for a feasibility study for the current and future needs of the Lynnfield Public Library; or what action it will take thereon.

Submitted by BOARD OF LIBRARY TRUSTEES

ARTICLE 19. To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Market Street as shown on a plan of land entitled "Street Layout Plan, Market Street, Lynnfield, Massachusetts," prepared by Nitsch Engineering, dated December 23, 2013 and revised through February 11, 2014, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 20. To see if the Town will vote to amend the Zoning Map of the Town so that the following-described areas, previously shown as lying within the Single Residence A District, shall be shown instead as lying within the Limited Business District:

Assessors' Map 52, Parcels 816, 825 and 823 also known and numbered as 624, 628 Salem Street and also known as Rear Salem Street respectively.

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 21. To see if the Town will amend the Zoning By-Law to add the following:

To:	9.4	Wireless Communications District
	9.4.1	Purpose
Add:	9.4.1.8	"To lessen the impact upon residents, property values, public safety, and Town character."
To:	9.4	Wireless Communications District
	9.4.6	Application Process
Add:	9.4.6. 2 (b)	"That the proposed monopole with its antenna and/or panels can not be replaced through the use of other technology and shall be documented to show that such technology would not be sufficient to meet Federal and State standards."

or what action it will take thereon.

Submitted by PETITION

ARTICLE 22. To see if the Town will vote to adopt the following bylaw:

"No person shall be allowed to Bow Hunt in the Town of Lynnfield, whether on public or private land. The ban includes, but is not limited to, bear, turkey, waterfowl and deer, during all four hunting seasons."

or what action it will take thereon.

Submitted by PETITION

ARTICLE 23. To see if the Town will vote to adopt the following:

“The Town Meeting hereby advises the Lynnfield Board of Selectmen that for future Town Meetings, the omnibus expense/capital budget for the forthcoming fiscal year(s) be prepared and presented with two alternatives as follows:

Alternative 1: Without incorporating the voluntary 2 ½ % increase permitted by Proposition 2 ½.

Alternative 2: Incorporating the full voluntary 2 ½ % increase permitted by Proposition 2 ½.

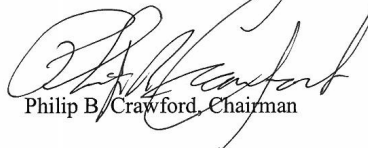
or what action it will take thereon.

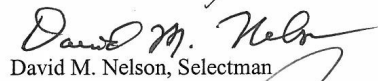
Submitted by PETITION

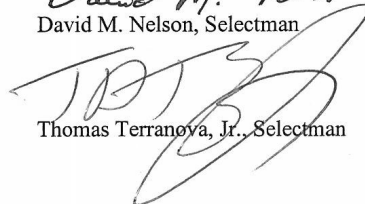
And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

Given under our hands this 24th day of March in the year of our Lord two thousand and fourteen.


Philip B. Crawford, Chairman


David M. Nelson, Selectman


Thomas Terranova, Jr., Selectman

A true copy
ATTEST: , Constable

Date: 7-26-14

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield ^{7 TR} 14 days before the time and calling of said election.

Paul Minsky
Constable



Posted at:
Center Post Office
Colonial Village Market
Library
Pump 'n Pantry
Senior Center
South Fire Station
South Post Office
Town Hall

c:\Lynnfield\Warrantdraft3-21-13

Fredt Reed
Town Clerk



TOWN OF LYNNFIELD APRIL 14, 2014 TOWN ELECTION RESULTS - OFFICIAL					
OFFICE/CANDIDATE	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
BOARD OF SELECTMEN - 3 YR					
PHILIP B. CRAWFORD	80	51	57	118	306
WRITE-IN	1	3	3	4	11
BLANKS	21	27	15	23	86
BOARD OF ASSESSORS - 3 YR					
BONNIE J. CELI	76	45	57	98	276
WRITE-IN	0	0	2	0	2
BLANKS	26	36	16	47	125
BOARD OF ASSESSORS - 2 YR					
RICHARD J. O'NEIL, JR	82	59	61	113	315
WRITE-IN	1	0	2	0	3
BLANKS	19	22	12	32	85
LIBRARY TRUSTEE - 3 YR					
ROBERT D. CALAMARI	77	53	53	97	280
WRITE-IN	0	1	2	0	3
BLANKS	25	27	20	48	120
LIBRARY TRUSTEE - 2 YR					
RUSSELL H. BOEKENKROEGER	32	18	15	23	88
ANN F. MILLER	62	51	53	105	271
WRITE-IN	0	1	2	0	3
BLANKS	8	11	5	17	41
TOWN MODERATOR - 1 YR					
ARTHUR J. BOURQUE, III	74	53	53	103	283
WRITE-IN	1	0	3	5	9
BLANKS	27	28	19	37	111
PLANNING BOARD - 5 YR					
CHARLES B. WILLS	87	56	60	119	322
WRITE-IN	0	1	1	0	2
BLANKS	15	24	14	26	79
SCHOOL COMMITTEE - 3 YR					
JAMIE S. HAYMAN	77	47	58	103	285
WRITE-IN	0	0	2	0	2
BLANKS	25	34	15	42	116
HOUSING AUTHORITY 5 YR.					
WRITE-IN					
Joseph A. Markey	30	11	14	30	85
Michael C. Walsh	2	4	1	3	10
Wayne G. Shaffer		3	1	1	5
BLANKS	65	43	18	108	303
HOUSING AUTHORITY - 3 YR					
GERALD S. SHULMAN	68	45	55	93	261
WRITE-IN	2	2	18	5	27
BLANKS	32	34	2	47	115
ELIGIBLE VOTERS					9,273
LYNNFIELD VOTER TURNOUT					403

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

The Annual Town Meeting was called to order by Moderator Arthur Bourque at 7:43 PM, indicated the quorum of 175 registered voters had been met. The Moderator began by introducing the Board of Selectmen, the Town Administrator, the Finance Committee, Town Counsel and the Town Clerk. The Moderator read the list of non residents which included the town's department heads. Mr. Bourque indicated the projector would be used for Article 5 and Article 6. The use of voter cards was also explained. Mr. Bourque went on to say since he was on the Fields Committee, he would be stepping down as Moderator during the presentation of Article 5 and the Town Clerk would conduct an election to elect an Interim Moderator. The Moderator indicated the cafeteria would be used for the overflow room and Mr. Robert MacKendrick would serve as the Deputy Moderator, who was sworn in by the Town Clerk just prior to the start of the meeting.

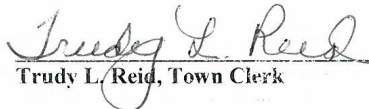
The Moderator introduced Board of Selectmen Chairman Dave Nelson to begin with the first motion.

MOTION made by Selectmen Dave Nelson that if necessary, the Annual Town Meeting be adjourned to Wednesday, April 30, 2014 at 7:30 PM in the Middle School Auditorium, Gymnasium and Cafeteria, if need be, should the business of the meetings not be completed.

MAJORITY VOTE REQUIRED

ACTION: Motion 2nd by several. Moderator declared motion passed by a voice vote in the majority.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

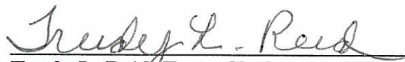
CONSENT AGENDA MOTION

MOTION made by Selectmen Crawford for the Town vote to take Articles 1, 2, 3, 10, 11, 12, 13, 14, and 15 be taken out of order and that they be "Passed by Consent" in accordance with the Motions shown on the Consent Agenda distributed this evening.

**4/5 VOTE REQUIRED: SINGLE EXCEPTION WILL REMOVE ARTICLE
FROM CONSENT AGENDA**

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

CONSENT AGENDA ACTIONS:

ARTICLE 1: To act on reports of town officers and special committees as published.
Submitted by Board of Selectmen

ACTION: No objections for any article to be separated from the consent agenda.
Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice
vote.

ARTICLE 2: To choose all Town officers not required to be chosen by ballot: three
field drivers, one pound keeper and three wood measurers. Submitted by Board of
Selectmen

ACTION: No objections for any article to be separated from the consent agenda.
Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice
vote.

ARTICLE 3: To see if the Town will vote to FIX THE COMPENSATION of each of
the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108,
as amended

ACTION: No objections for any article to be separated from the consent agenda.
Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice
vote.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

CONSENT AGENDA ACTIONS: Continued

ARTICLE 10: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Council on Aging, limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2015 from persons taking part in said activities and field trips; or what action it will take thereon. Submitted by Board of Selectmen

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ARTICLE 11: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53-1/2, to be spent by the Board of Health, limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with all fees and charges received, and with recovery through third party billing received, during Fiscal Year 2015 from or in connection with persons taking part in said activities,; or what action it will take thereon. Submitted by Board of Health

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

CONSENT AGENDA ACTIONS: Continued

ARTICLE 12: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53-1/2, to be spent by the Board of Library Trustees limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during Fiscal Year 2015 from or in connection with persons paying such fines, or what action it will take thereon. Submitted by Board of Library Trustees

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ARTICLE 13: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53-1/2, to be spent by the Recreation Committee limited to a certain amount, without further appropriation during Fiscal Year 2015, to pay part time salaries, expenses and contractual services required to operate Recreation Activities, field administration and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2015 from persons taking part in said activities and field trips; or what action it will take thereon. Submitted by Board of Selectman

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

CONSENT AGENDA ACTIONS: Continued

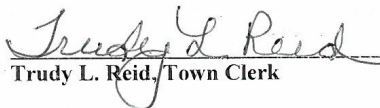
ARTICLE 14: To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2015 from persons using said service; or what action it will take thereon. Submitted by Board of Selectmen

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ARTICLE 15: To see if the Town will vote to appropriate a sum of money from Golf Enterprise receipts and or Gold Enterprise Retained Earnings to pay expenses and contractual services required to operate the Reedy Meadow Golf Course and King Rail Gold Course, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2015 from persons using the golf course; or what action it will take thereon. Submitted by Board of Selectman

ACTION: No objections for any article to be separated from the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 4: To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2014 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon. Submitted by the Board of Selectmen


MOTION made by Selectmen Terranova. I move that the town vote to transfer from existing Fiscal Year 2014 appropriation accounts the sums listed in the handout entitled "Article 4 – 2014 Annual Town Meeting" to the accounted listed in said handout in order to balance the FY 14 budget.

Board of Selectmen Mr. Crawford 2nd the motion.
Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

ACTION: By a voice vote in the majority, the Moderator declared Article 4 passed.

ATTEST:



Trudy L. Reid, Town Clerk



Article 4
2014 Annual Town Meeting

Article 4

Transfer To:

012254-530000	Selectmen Other Professional Services	15,000.00
0121052-511002	Police Other Salaries-Patrolmen Salaries	15,000.00
0121053-513000	Patrolmen Overtime	120,000.00
0122054-511000	Fire Alarm Salaries	6,000.00
0142151-511000	Public Works Director Salary	10,372.00
01392531-533000	School Building-Contractual Busing	131,000.00
0142351-530019	Snow & Ice Removal-Plow Contractors	40,828.00
0171056-591003	Principal WPAT Septic Loans	12,643.00
0175155-591510	Long Term Interest- High School Addition	16,218.00
		367,061.00

Transfer From:

0112257-574100	Property & Casualty Insurance	5,000.00
0191052-517002	Health Insurance	120,000.00
0122051-511000	Fire Chief Salary	6,000.00
0119251-511009	Municipal Buildings- Custodial Salaries	2,500.00
01392511-511008	School Building-Bus Driver Salaries	66,500.00
01392511-513009	School Building Custodial Overtime	27,200.00
01392521-521002	School Building- Energy Supply Heat	14,000.00
0142153-548002	DPW Admin Motor Fuel	8,000.00
0142252-553007	Highway Expense- Street Sweeping	3,000.00
0142451-521005	Street Lighting Expense	36,000.00
2536-597400	Septic Betterment- Transfer for Debt Payment	12,643.00
0171054-591011	Long Term Principal- High School Addition	16,218.00
90193001-532000	Out of District Tuitions	50,000.00
		367,061.00

Town of Lynnfield



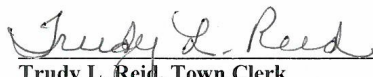
**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

At this time during the meeting, Moderator Arthur Bourque stepped down as Moderator and left the podium. Town Clerk Trudy Reid proceeded to conduct an election of those in attendance in order to elect a Temporary Moderator to proceed with Article 5 since Mr. Bourque is a member of the Fields Committee.

Motion was made by Mr. Nelson: I move that the meeting elect Richard O'Neil Temporary Moderator for the April 28, 2014 Annual Town Meeting. No 2nd was needed since the motion was made by the Board of Selectmen.

Town Clerk asked for other nominations. Hearing none, the clerk asked all those in favor to please raise their voter cards. She then asked for those opposed to raise their voter cards. The Clerk declared unanimously vote by a show of voter cards. The Clerk gave the oath to Mr. O'Neil and turned the meeting over for Mr. O'Neil to proceed with the reading and vote of Article 5.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 5: To see if the Town will vote to appropriate a sum of money for the construction of municipal outdoor recreational and athletic facilities, including the development of land and the construction and reconstruction of facilities, and to determine whether to raise this appropriation by borrowing or otherwise, or to take any other action related thereto. Submitted by the Board of Selectmen

MOTION made by Chairman Nelson to move that the town vote to appropriate a sum of \$7,789,068 for the construction of municipal outdoor recreational and athletic facilities, including the development of land and the construction and reconstruction of facility; and to fund this appropriation, to transfer the sum of \$2,500,000 from the Sale of Real Estate Fund and to authorize the Treasurer, with the approval of the Board of Selectmen to borrow the sum of \$5,289,068 and to sell notes and bonds therefore in accordance with the provisions of G.L. Chapter 44, Section 7.

Motion was 2nd by Selectmen Crawford.

Mr. Bourque gave about a 30 minute presentation. Following the presentation, Mr. Bourque responded to several questions and comments from several residents.

Board of Selectmen gave a favorable recommendation to Article 5.

Finance Committee gave a favorable recommendation to Article 5

School Committee Chairman Christopher Barrett announced the Lynnfield School Committee fully supports Article 5.

Motion was made to move the question along with a 2nd. A majority vote was needed to move the question, which the Temporary Moderator declared the motion was passed by voice vote.

Town of Lynnfield



RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School


ARTICLE 5: Continued

2/3 VOTE REQUIRED

ACTION: Since a 2/3 vote was required, Temporary Moderator ask for the floor tellers to count the vote of residents holding up their voter cards. Count was 551 in favor and 40 against Article 5. A yes vote of 390 was the 2/3 majority. The Temporary Moderator declared Article 5 passed by 2/3 majority.

****Immediately following the vote of Article 5, Mr. Arthur Bourque requested a vote of reconsideration. A voice vote was taken and the Temporary Moderator declared the request was defeated by a voice vote.**

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

The Annual Town Meeting was called to order by Moderator Arthur Bourque at 7:43 PM, indicated the quorum of 175 registered voters had been met.

Resident Lauren George requested that Article 18 be taken out of order. With the late hour, Ms. George was afraid the Town would lose the quorum.

A vote in the affirmative of 4/5 is needed for an article to be taken out of order.

By a voice vote, the Moderator declared a 4/5 vote carried for Article 18 to be taken out of order.

ARTICLE 18: To see if the Town will vote to authorize the Board of Trustee of the Lynnfield Public Library to proceed with a feasibility study as part of the Planning and Design Grant Application submitted to the Massachusetts Board of Library Commissioners on January 14, 2014 to examine the options for expanding and renovating its current library building, or building a new facility and; to ratify the filing of said application and; to authorize the Trustees of the Lynnfield Public Library to apply for, accept and expend any state grants which may be available for a feasibility study for the current and future needs of the Lynnfield Public Library, or what action it will take thereon. Submitted by the Board of Library Trustees.

MOTION made by Board of Library Trustee Chairman Robert Calamari to move that the Town vote to authorize the Board of Trustees of the Lynnfield Public Library to proceed with a feasibility study as part of the Planning & Design Grant Application submitted to the Massachusetts Board of Library commissioners on January 14, 2014 to examine the options for expanding and renovating its current library building, or building a new facility and ; to ratify the filing of said application and; to authorize the Trustees of the Lynnfield Public Library to apply for, accept, and expend any state grants which may be available for a feasibility study for the current and future needs of the Lynnfield Public Library.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 18: Continued:


Board of Selectmen gave a favorable recommendation to Article 18.

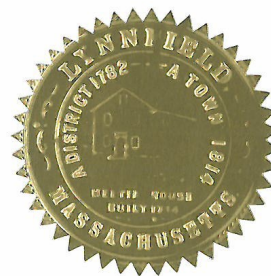
MOTION was 2nd followed by discussion, questions and comments from the residents. A motion was made and 2nd to move the question, which passed with a unanimously voice vote.

MAJORITY VOTE REQUIRED

ACTION: By a voice vote, the Moderator declared Article 18 passed unanimously.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



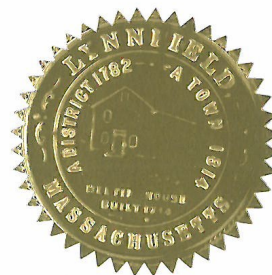
**RECORD OF ACTION AND CERTIFICATION OF
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Lynnfield Middle School**

Chairman Planning Board member John Faria made a motion to take Article 16 out of order. He was concerned about the meeting losing the quorum by the time Article 16 would be presented if the remaining articles were kept in order. The motion was 2nd. The Finance Committee spoke out against taking this article out of order since the remaining Articles were all important at Town Meeting.

Mr. Faria withdrew his motion.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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Lynnfield Middle School**

ARTICLE 6: To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectmen Crawford to move that the Town vote to raise and appropriate and transfer from available funds the sum of \$45,441,211 for the necessary Town charges and expenses as presented by the Board of Selectmen and as shown in the Finance Committee Report on page 6 thereof. The motion was 2nd by Selectmen Nelson.

The Moderator indicated he would read through the budget a section at a time. Any resident wishing to place a hold should do so during the discussed section.

A hold was placed on Line 71. Mr. Harry LeCours made a motion to amend Article 6 – Public Works Administration to include \$40,000 for a study to see what is needed at this time for a planned out department since it is known the current Director will be retiring in June. Discussion, questions and comments were made. The Finance Committee asked where the extra \$40,000 would come from. Town Administrator William Gustus discussed the balance of free cash.

A resident made a motion and was 2nd to vote on the amended motion. By a voice count, the Moderator declared the amended motion failed.

A resident questioned the section of Education. Superintendent Thomas Jefferson responded to the concerns.

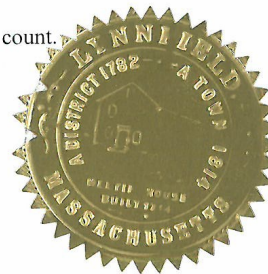
Since there was no further discussion, the Moderator called for a vote on Article 6.

MAJORITY VOTE REQUIRED

ACTION: The Moderator declared Article 6 passed by a majority of a voice count.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



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ARTICLE 7: To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectmen Terranova to move that the Town vote to appropriate from FREE CASH the sum of \$629,750 for the purchase of various equipment and items in the nature of capital expenditures as show in the Finance Committee Report on page 21 thereof and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards and committees. The motion was 2nd by Selectmen Nelson.


The Finance Committee recommends favorable action.

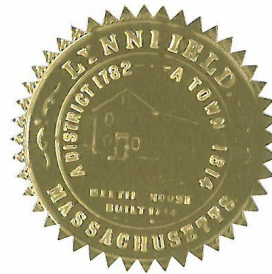
Several questions were asked from the residents in which the Town Administrator William Gustus and Superintendent of the Lynnfield Public School Thomas Jefferson responded respectively.

MAJORITY VOTE REQUIRED

ACTION: Moderator declared Article 7 passed by a majority voice count with a few in the opposition.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



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ARTICLE 8: To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or what action the Town will take thereon. Submitted by the Board of Selectmen

MOTION was made by Chairman Nelson to move that the Town vote to appropriate the sum of \$150,000 from FREE CASH to the Stabilization Fund. The motion was 2nd by Selectmen Crawford.

2/3 VOTE REQUIRED

ACTION: The Moderator declared Article 8 passed in a unanimously voice count.

ATTEST:

Trudy L. Reid

Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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ARTICLE 9: To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund, or what action the Town will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectmen Crawford to move that the Town vote to appropriate the sum of \$150,000 from FREE CASH to the Capital Facilities Maintenance Fund. The motion was 2nd by Chairman Nelson.

Finance Committee recommends favorable action.

MAJORITY VOTE REQUIRED

ACTION: The Moderator declared Article 9 passed in a unanimously voice count.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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ARTICLE 16: To see if the Town will vote to amend the Town's Zoning Bylaws Section 7.7 Temporary Moratorium on Medical Marijuana Treatment Centers under subsection 7.7.3 Temporary Moratorium by replacing the current date of June 30, 2014 with the date of December 31, 2014, or what action it will take thereon. Submitted by the Planning Board

MOTION was made by Planning Board member Charles Wills to move that the Town vote to amend the Town's Zoning Bylaws Section 7.7 Temporary Moratorium on Medical Marijuana Treatment Centers under subsection 7.7.3 Temporary Moratorium by replacing the current date of June 30, 2014 with the date of December 31, 2014. The motion was 2nd.

Mr. John Faria addressed a few questions raised by residents. A motion was made and 2nd to move the question, which passed unanimously by a voice count.

Board of Selectmen recommends Article 16.

2/3 VOTE REQUIRED

ACTION: The Moderator called for a hand count by the floor tellers. The voters were asked to raise their voter cards. It was determined there were 196 votes in favor of Article 16 and 2 against. 130 votes represents a 2/3 vote. The Moderator declared the Article passed by the 2/3 majority vote.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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ARTICLE 17: To see if the Town will vote to amend the Zoning Bylaws by adding Section 8.7 entitled Medical Marijuana.

8.7 MEDICAL MARIJUANA

This bylaw applies to Registered Marijuana in Dispensaries within the Town of Lynnfield including all like or related businesses and facilities.

8.7.1 PURPOSE and INTENT

The Town adopts this bylaw to apply to all Registered Marijuana Dispensaries and like or related operations in the Town as permitted under the laws of the Commonwealth of Massachusetts. The purpose of this bylaw is to protect the health, safety, and welfare of the residents, businesses, and property owners in the Town. Further, the purpose of this bylaw is to provide areas within the Town for the cultivation, production, and distribution of marijuana so that persons permitted to obtain, possess, and use marijuana for medical purposes may do so. Nothing in this bylaw is intended to promote or condone the production, distribution, or possession of marijuana in violation of any applicable law.

8.7.2 LOCATION

8.7.2.1 By Special Permit, a Registered Marijuana Dispensary may be located within the Commercial District within the Town, and only within the Commercial District.

8.7.2.2 A separate Special Permit shall be required for each premises from which a Registered Marijuana Dispensary is operated. No two or more different Registered Marijuana Dispensaries may be treated as one premises nor may they be co-located on a single premises.

8.7.2.3 A Registered Marijuana Dispensary shall not be located within 1000 yards of any school, church, licensed childcare center, playground, place of worship, or any other Registered Marijuana Dispensary.

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ARTICLE 17: Continued

8.7.2.4 No Registered Marijuana Dispensary shall be located within the same premises as any medical doctor's office or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.

8.7.2.5 Any and all cultivation, production, storage, display, sales, or other distribution of marijuana shall be located so as to occur only within the Restricted Area of a Registered Marijuana Dispensary and shall not be visible from the exterior of the business.

8.7.2.6 Any and all signs related to the Registered Marijuana Dispensary must be located on the same building in which the Registered Marijuana Dispensary is located and must comply with all Sign Regulations of the Town of Lynnfield. No sign, advertisement, display, or other promotional material which utilizes graphics related to marijuana or marijuana paraphernalia, or figures or symbols related to marijuana shall be visible to the public from any public way, including but not limited to, sidewalks, pedestrian walkways, or highways.

8.7.3 DEFINITIONS

8.7.3.1 "Marijuana" or "Marihuana", means all parts of the plant *Cannabis sativa* L., whether growing or not; the seeds thereof; and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. It does not include the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks, except the resin extracted therefrom, fiber, oil, or cake or the sterilized seed of the plant which is incapable of germination.

8.7.3.2 Marijuana - infused Product (MIP) means a product infused with marijuana that is intended for use or consumption, including but not limited to edible products, ointments, aerosols, oils, and tinctures.

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ARTICLE 17: Continued

8.7.3.3 Medical Marijuana means any marijuana intended for medical use which meets all requirements for medical marijuana contained in this bylaw, the general laws of the Commonwealth of Massachusetts, and the Code of Massachusetts Regulations (CMR).

8.7.3.4 Person means any individual, any entity, or any combination of individuals, entities, or both individuals and entities.

8.7.3.5 Premises means a single lot as well as a single building.

8.7.3.6 Registered Marijuana Dispensary (RMD) means a not - for - profit entity registered under the Code of Massachusetts Regulations, that acquires, cultivates, possesses, processes (including development of related products such as edible MIPs, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

8.7.3.7 Special Permit Granting Authority means the town of Lynnfield Planning Board.

8.7.3.8 Violation of any Law or Violated any Law means a plea or finding of a violation of any law in a criminal, civil, or administrative proceeding, whether part of a plea agreement, settlement agreement or determination by an arbitrator, board, hearing officer, court, or jury.

8.7.3.9 References in this bylaw to any other bylaw, regulation, or law shall be construed to refer to such bylaw, regulation, or law as in effect at the date of adoption of this bylaw.

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ARTICLE 17: Continued

8.7.5 APPROVAL REQUIREMENTS

8.7.5.1 The Planning Board may issue a Special Permit for a Registered Marijuana Dispensary if the information available to the Planning Board verifies that the applicant has submitted a full and complete application, has planned improvements to the business location consistent with the application, is prepared to operate the business as set forth in the application and in accordance with Town Bylaws and has submitted the required fees as required. The Planning Board shall deny any application for a Special Permit where the applicant does not meet the requirements of Town Bylaws or any other applicable law, rule, or regulation or in the event that such application contains any false or incomplete information. The Planning Board may impose such conditions as it deems appropriate for the protection of public health, safety, and welfare in any district permitting such use. Said Special permit shall only be issued following a public hearing within sixty-five (65) days after the filing of an application and payment of the filing fees with the Planning Board, a copy of such application shall forthwith be given to the Town Clerk by the applicant.

8.7.5.2 A Special Permit for a Registered Marijuana Dispensary is not transferable or assignable, including, without limitation, not transferable or assignable to a different premises, to a different type of business (including another RMD), or to a different owner or licensee. A Registered Marijuana Dispensary Special Permit is valid only for the owner(s) named thereon, the type of business disclosed on the application for the license, and the location for which the license is issued.

8.7.6 APPLICATION

8.7.6.1 An application for a Special Permit for a Registered Marijuana Dispensary shall be made to the Planning Board with an application fee of One Thousand Five Hundred (\$1,500.00) Dollars. The Board may provide forms to applicants for that purpose. The application shall provide such information relative to the public health, safety, and welfare as may be required by the Planning Board including, but not limited to such matters as:

Town of Lynnfield



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ARTICLE 17: Continued

- (a) the identity of all investors, owners, officers, and employees of the applicant;
- (b) the applicant's past history and experience operating Registered Marijuana Dispensaries, including history of license or permit denials;
- (c) a description of all products and services to be provided;
- (d) an operating plan and a site plan for the proposed facility, including building layout, lighting, and security;
- (e) a ventilation plan for the elimination of marijuana odors off premises;
- (f) a written plan for wastewater disposal accompanied by a site plan describing the treatment of wastewater so as to prevent environmental harm;
- (g) a plan for the storage and disposal of all toxic substances on the premises;
- (h) a plan for the exclusion of minors from the premises if unaccompanied by an adult;
- (i) a statement as to the amount of the projected daily average and peak electric load anticipated and certification by a qualified engineer that the premises are equipped to provide such electric loads.
- (j) a plan by a Registered Land Surveyor to show within a radius of one thousand (1,000) feet from the boundaries of the property upon which the Registered Marijuana Dispensary is located, the proximity of the property to any school, church, licensed child care center, playground, place of worship, every other Registered Marijuana Dispensary, every residential zone district, and other facility identified in this bylaw, or to a mixed - use development containing one or more residences.

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ARTICLE 17: Continued

(k) a copy of the applicant's completed state RMD registration application in its entirety and a copy of the applicant's state RMD registration.

(l) proof of ownership or legal possession of the restricted area for a Registered Marijuana Dispensary for the term of the proposed license. If the Registered Marijuana Dispensary is not the owner of the premises of the business, the applicant shall provide on a form approved by the Town, written authorization to the Town from the owner to enter the property for inspection of the premises.

8.7.7 EXCLUSIONS

8.7.7.1 The permitting requirement set forth in this bylaw shall be in addition to, and not in lieu of, any other licensing and permitting requirements imposed by any other federal, state, or local law, including, by way of example, a retail sales and use tax license, a retail food establishment license, or any applicable zoning or building permit.

8.7.7.2 A Special Permit granted under this bylaw Does Not Provide any Exception, Defense, or Immunity from Other Laws. The issuance of any Special Permit pursuant to this bylaw does not create an exception, defense, or immunity to any person in regard to any potential criminal liability the person may have for the production, distribution, or possession of marijuana.

8.7.7.3 Compliance with the requirements of this bylaw shall not provide an exception, immunity, or defense to criminal prosecution under any applicable law, except for a violation of this bylaw.

8.7.8 ANNUAL RENEWAL

8.7.8.1 A Registered Marijuana Dispensary Special Permit shall be valid for one year. The Special Permit shall expire on the date stated on the license unless otherwise provided by the Planning Board. The Planning Board may extend the term of the license for no more than six months to facilitate the administration by the Planning Board of renewals and coordinate with the date for renewal of the state license of such licensee.

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ARTICLE 17: Continued

8.7.8.2 The Special Permit must be renewed annually by application on a form provided by the Planning Board requiring the Special Permit holder to confirm the status of information provided in its original application and all renewals thereof.

8.7.8.3 The application for renewal need not be considered unless the renewal application fee of Two Thousand Five Hundred (\$2500.00) Dollars has been paid in full.

8.7.8.4 The licensee shall apply for renewal of the medical marijuana business license at least ninety (90) days before the expiration of the license. The licensee shall apply for renewal using forms provided by the Planning Board.

8.7.8.5 In the event there has been a change to any information provided in the immediately prior application and if there has been any change to any of the plans identified in the license application which were submitted to and approved by the Planning Board with the application or an earlier renewal, the renewal application shall include specifics of such changes or proposed changes.

8.7.8.6 The renewal application shall include a copy of the applicant's current and valid state registration, a summary report for the previous twelve months showing the amount of marijuana purchased; the amount of marijuana sold, the forms in which marijuana was sold; the police report numbers or case numbers of all police calls to the RMD and its related facilities; and, for calls resulting in a charge of a violation of any law, the charge, case number, and disposition of any of the charges.

8.7.8.7 In the event there have been allegations of violations of this bylaw or any other law on the part of the Special Permit holder or the person submitting a renewal application, the Planning Board may hold a hearing prior to approving the renewal application. The hearing shall be to determine whether the application complies with this bylaw and whether the operation of the business has been in compliance with law. If the Planning Board does not hold a hearing and the application and the applicant(s) does not meet the requirements of all applicable rules, regulations, bylaws, and laws, or the business has been operated in the past in violation of any applicable rules, regulations, bylaws and laws, the renewal application may be denied or issued with conditions.

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ARTICLE 17: Continued

8.7.9 SEVERABILITY

The provisions of this bylaw are severable. If a court of competent jurisdiction declares any section, subsection, paragraph, or provision unconstitutional or invalid, the validity of the remaining provisions shall not be affected; or what action it will take thereon.
Submitted by the Planning Board

MOTION was made by Planning Board member John Faria: I move that the Town amend the Zoning Bylaws by adding section Section 8.7, entitled "Medical Marijuana", as set forth in the handout marked "Article 17 – Medical Marijuana."

There was a motion made to vote on a postponement, which needed a 4/5 vote. By a voice count, the Moderator declared the motion failed to postpone.

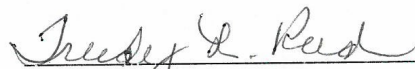
Board of Selectmen Dave Nelson recommended changing the wording to say the special permit granting authority should be given to the Zoning Board of Appeals instead of the Planning Board. Mr. Faria suggested keeping it with Planning Board since they are the elected board, whereas the Zoning Board is appointed. However, Mr. Faria also indicated that either way, hearings would be held.

A motion was made and 2nd to move the question. The Moderator declared a voice vote passed unanimously to move the question.

2/3 VOTE REQUIRED

ACTION: The Moderator declared by a unanimously voice vote, Article 17 passed.

ATTEST:


Trudy L. Reid, Town Clerk



TOWN MEETING APRIL 28, 2014

ARTICLE 17 – MEDICAL MARIJUANA

The amendments are shown in BOLD

8.7 MEDICAL MARIJUANA

This bylaw applies to Registered Marijuana in Dispensaries within the Town of Lynnfield including all like or related businesses and facilities.

8.7.1 PURPOSE and INTENT

The Town adopts this bylaw to apply to all Registered Marijuana Dispensaries and like or related operations in the Town as permitted under the laws of the Commonwealth of Massachusetts. The purpose of this bylaw is to protect the health, safety, and welfare of the residents, businesses, and property owners in the Town. Further, the purpose of this bylaw is to provide areas within the Town for the cultivation, production, and distribution of marijuana so that persons permitted to obtain, possess, and use marijuana for medical purposes may do so. Nothing in this bylaw is intended to promote or condone the production, distribution, or possession of marijuana in violation of any applicable law.

8.7.2 LOCATION

8.7.2.1 By Special Permit, a Registered Marijuana Dispensary may be located within the Commercial District within the Town, and only within the Commercial District.

8.7.2.2 A separate Special Permit shall be required for each premises from which a Registered Marijuana Dispensary is operated. No two or more different Registered Marijuana Dispensaries may be treated as one premises nor may they be co-located on a single premises.

8.7.2.3 A Registered Marijuana Dispensary shall not be located within 1000 **feet** of any school, church, licensed childcare center, playground, place of worship, or any other Registered Marijuana Dispensary.

8.7.2.4 No Registered Marijuana Dispensary shall be located within the same premises as any medical doctor's office or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.

8.7.2.5 Any and all cultivation, production, storage, display, sales, or other distribution of marijuana shall be located so as to occur only within the Restricted Area of a Registered Marijuana Dispensary and shall not be visible from the exterior of the business.

8.7.3 DEFINITIONS

8.7.3.1 "Marijuana" or "Marihuana", means all parts of the plant Cannabis sativa L., whether growing or not; the seeds thereof; and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. It does not include the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks, except the resin extracted therefrom, fiber, oil, or cake or the sterilized seed of the plant which is incapable of germination.

8.7.3.2 Marijuana - infused Product (MIP) means a product infused with marijuana that is intended for use or consumption, including but not limited to edible products, ointments, aerosols, oils, and tinctures.

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8.7.3.3 Medical Marijuana means any marijuana intended for medical use which meets all requirements for medical marijuana contained in this bylaw, the general laws of the Commonwealth of Massachusetts, and the Code of Massachusetts Regulations (CMR).

8.7.3.4 Person means any individual, any entity, or any combination of individuals, entities, or both individuals and entities.

8.7.3.5 Premises means a single lot as well as a single building.

8.7.3.6 Registered Marijuana Dispensary (RMD) means a not - for - profit entity registered under the Code of Massachusetts Regulations, that acquires, cultivates, possesses, processes (including development of related products such as edible MIPs, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

8.7.3.7 Special Permit Granting Authority means the town of Lynnfield Planning Board.

8.7.3.8 Violation of any Law or Violated any Law means a plea or finding of a violation of any law in a criminal, civil, or administrative proceeding, whether part of a plea agreement, settlement agreement or determination by an arbitrator, board, hearing officer, court, or jury.

8.7.3.9 References in this bylaw to any other bylaw, regulation, or law shall be construed to refer to such bylaw, regulation, or law as in effect at the date of adoption of this bylaw.

8.7.4 SPECIAL PERMIT

8.7.4.1 Authority

No operation of a Registered Marijuana Dispensary within the Town shall be allowed without a Special Permit granted by the Planning Board.

8.7.5 APPROVAL REQUIREMENTS

8.7.5.1 The Planning Board may issue a Special Permit for a Registered Marijuana Dispensary if the information available to the Planning Board verifies that the applicant has submitted a full and complete application, has planned improvements to the business location consistent with the application, is prepared to operate the business as set forth in the application and in accordance with Town Bylaws and has submitted the required fees as required. The Planning Board shall deny any application for a Special Permit where the applicant does not meet the requirements of Town Bylaws or any other applicable law, rule, or regulation or in the event that such application contains any false or incomplete information. The Planning Board may impose such conditions as it deems appropriate for the protection of public health, safety, and welfare in any district permitting such use. Said Special permit shall only be issued following a public hearing within sixty-five (65) days after the filing of an application and payment of the filing fees with the Planning Board, a copy of such application shall forthwith be given to the Town Clerk by the applicant.

8.7.5.2 A Special Permit for a Registered Marijuana Dispensary is not transferable or assignable, including, without limitation, not transferable or assignable to a different premises, to a different type of business (including another RMD), or to a different owner or licensee. A Registered Marijuana Dispensary Special Permit is valid only for the owner(s) named thereon, the type of business disclosed on the application for the license, and the location for which the license is issued.

TOWN MEETING APRIL 28, 2014

8.7.6 APPLICATION

8.7.6.1 An application for a Special Permit for a Registered Marijuana Dispensary shall be made to the Planning Board with an application fee of One Thousand Five Hundred (\$1,500.00) Dollars. The Board may provide forms to applicants for that purpose. The application shall provide such information relative to the public health, safety, and welfare as may be required by the Planning Board including, but not limited to such matters as:

- (a) the identity of all investors, owners, officers, and employees of the applicant;
- (b) the applicant's past history and experience operating Registered Marijuana Dispensaries, including history of license or permit denials;
- (c) a description of all products and services to be provided;
- (d) an operating plan and a site plan for the proposed facility, including building layout, lighting, and security;
- (e) a ventilation plan for the elimination of marijuana odors off premises;
- (f) a written plan for wastewater disposal accompanied by a site plan describing the treatment of wastewater so as to prevent environmental harm;
- (g) a plan for the storage and disposal of all toxic substances on the premises;
- (h) a plan for the exclusion of minors from the premises if unaccompanied by an adult;
- (i) a statement as to the amount of the projected daily average and peak electric load anticipated and certification by a qualified engineer that the premises are equipped to provide such electric loads.
- (j) a plan by a Registered Land Surveyor to show within a radius of one thousand (1,000) feet from the boundaries of the property upon which the Registered Marijuana Dispensary is located, the proximity of the property to any school, church, licensed child care center, playground, place of worship, every other Registered Marijuana Dispensary, every residential zone district, and other facility identified in this bylaw, or to a mixed -use development containing one or more residences.
- (k) a copy of the applicant's completed state RMD registration application in its entirety and a copy of the applicant's state RMD registration.

(1) proof of ownership or legal possession of the restricted area for a Registered Marijuana Dispensary for the term of the proposed license. The applicant shall provide on a form approved by the Town, written authorization to the Town of the owner and the applicant to enter the property for inspection of the premises.

8.7.7 EXCLUSIONS

8.7.7.1 The permitting requirement set forth in this bylaw shall be in addition to, and not in lieu of, any other licensing and permitting requirements imposed by any other federal, state, or local law, including, by way of example, a retail sales and use tax license, a retail food establishment license, or any applicable zoning or building permit.

TOWN MEETING APRIL 28, 2014

8.7.7.2 A Special Permit granted under this bylaw Does Not Provide any Exception, Defense, or Immunity from Other Laws. The issuance of any Special Permit pursuant to this bylaw does not create an exception, defense, or immunity to any person in regard to any potential criminal liability the person may have for the production, distribution, or possession of marijuana.

8.7.7.3 Compliance with the requirements of this bylaw shall not provide an exception, immunity, or defense to criminal prosecution under any applicable law, except for a violation of this bylaw.

8.7.8 ANNUAL RENEWAL

8.7.8.1 A Registered Marijuana Dispensary Special Permit shall be valid for one year. The Special Permit shall expire on the date stated on the license unless otherwise provided by the Planning Board. The Planning Board may extend the term of the license for no more than six months to facilitate the administration by the Planning Board of renewals and coordinate with the date for renewal of the state license of such licensee.

8.7.8.2 The Special Permit must be renewed annually by application on a form provided by the Planning Board requiring the Special Permit holder to confirm the status of information provided in its original application and all renewals thereof.

8.7.8.3 The application for renewal need not be considered unless the renewal application fee of **One Thousand Five Hundred (\$1,500.00)** Dollars has been paid in full.

8.7.8.4 The licensee shall apply for renewal of the medical marijuana business license at least ninety (90) days before the expiration of the license. The licensee shall apply for renewal using forms provided by the Planning Board.

8.7.8.5 In the event there has been a change to any information provided in the immediately prior application and if there has been any change to any of the plans identified in the license application which were submitted to and approved by the Planning Board with the application or an earlier renewal, the renewal application shall include specifics of such changes or proposed changes.

8.7.8.6 The renewal application shall include a copy of the applicant's current and valid state registration, a summary report for the previous twelve months showing the amount of marijuana purchased; the amount of marijuana sold, the forms in which marijuana was sold; the police report numbers or case numbers of all police calls to the RMD and its related facilities; and, for calls resulting in a charge of a violation of any law, the charge, case number, and disposition of any of the charges.

8.7.8.7 In the event there have been allegations of violations of this bylaw or any other law on the part of the Special Permit holder or the person submitting a renewal application, the Planning Board may hold a hearing prior to approving the renewal application. The hearing shall be to determine whether the application complies with this bylaw and whether the operation of the business has been in compliance with law. If the Planning Board does not hold a hearing and the application and the applicant(s) does not meet the requirements of all applicable rules, regulations, bylaws, and laws, or the business has been operated in the past in violation of any applicable rules, regulations, bylaws and laws, the renewal application may be denied or issued with conditions.

8.7.9 SEVERABILITY

The provisions of this bylaw are severable. If a court of competent jurisdiction declares any section, subsection, paragraph, or provision unconstitutional or invalid, the validity of the remaining provisions shall not be affected.

TOWN MEETING APRIL 28, 2014

AMENDMENTS TO ARTICLE 17 – MEDICAL MARIJUANA

Section 8.7.2.3

A Registered Marijuana Dispensary shall not be located within 1000 ~~DELETE the word “yards”~~
INSERT the word “feet” of any school, church, licensed childcare center, playground, place of
worship, or any other Registered Marijuana Dispensary.

Section 8.7.2.6

~~DELETE the entire section “Any and all signs related to the Registered Marijuana Dispensary
must be located on the same building in which the Registered Marijuana Dispensary is located
and must comply with all Sign Regulations of the Town of Lynnfield. No sign, advertisement,
display, or other promotional material which utilizes graphics related to marijuana or marijuana
paraphernalia, or figures or symbols related to marijuana shall be visible to the public from any
public way, including but not limited to, sidewalks, pedestrian walkways, or highways.”~~

Section 8.7.6 Application

~~DELETE the entire section~~

~~“(1) proof of ownership or legal possession of the restricted area for a Registered Marijuana
Dispensary for the term of the proposed license. If the Registered Marijuana Dispensary is not
the owner of the premises of the business, the applicant shall provide on a form approved by the
Town, written authorization to the Town from the owner to enter the property for inspection of
the premises.”~~

INSERT a new section

“(1) proof of ownership or legal possession of the restricted area for a Registered Marijuana
Dispensary for the term of the proposed license. The applicant shall provide on a form
approved by the Town, written authorization to the Town of the owner and the applicant to
enter the property for inspection of the premises.”

8.7.8.3 The application for renewal need not be considered unless the renewal application fee of
~~DELETE the words “Two Thousand Five Hundred (\$2500.00)”~~
INSERT the words “One Thousand Five Hundred (\$1,500.00)” Dollars has been paid in full.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 19: To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Market Street as shown on a plan of land entitled "Street Layout Plan, Market Street, Lynnfield, Massachusetts," prepared by Nitsch Engineering, dated December 23, 2013 and revised through February 11, 2014, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way, or what action it will take thereon. Submitted by the Board of Selectmen

MOTION moved by Selectmen Terranova for the Town to vote to accept as public way, as laid out and reported by the Board of Selectmen, Market Street as shown on a plan of land entitled "Street Layout Plan, Market Street, Lynnfield, Massachusetts," prepared by Nitsch Engineering, dated December 23, 2013 and revised through February 11, 2014, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way. The motion was 2nd by Selectmen Nelson.

The Board of Selectmen recommends favorable action.
The Finance Committee recommends favorable action

Selectmen Nelson explained this Article will allow the DPW to place signs to help traffic with direction at no cost to the town. One resident argued that increased traffic would be harmful to Lynnfield.

A motion was made and 2nd to move the question. The Moderator declared the motion to move the question passed with a voice count, with a few in opposition.

ACTION: The Moderator declared Article 19 failed by a voice count.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 20 – to see if the Town will vote to amend the Zoning Map of the Town so that the following described areas, previously shown as lying with the Single Residence District, shall be shown instead as lying within the Limited Business District:

Assessors' Map 52, Parcels 816, 825, and 823 also known and numbered
As 624, 628 Salem Street and also known as Rear Salem Street respectively.

Or what action it will take thereon. Submitted by the Planning Board

MOTION was made by Planning Board member John Faria that the town indefinitely postpones Article 20.

MAJORITY VOTE REQUIRED FOR APPROVAL OF MOTION

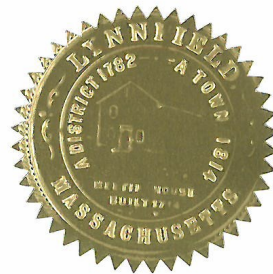
2/3 VOTE REQUIRED FOR APPROVAL OF ARTICLE

Board of Selectmen does not recommend Article 20.

ACTION: The Moderator declared by a unanimously voice vote, Article 20 is indefinitely postponed.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 21: To see if the Town will amend the Zoning By-Law to add the following:

- To: 9.4 Wireless Communication District
9.4.1 Purpose
Add: 9.4.1.8 "To lesson the impact upon residents, property values,
Public safety, and Town character."
- To: 9.4 Wireless Communication District
9.4.6 Application Process
Add: 9.4.6.2 (b) "That the proposed monopole with its antenna and/or
Panels can not be replaced through the use of other
Technology and shall be determined to show that such
Technology would not be sufficient to meet Federal
And State standards."

Or what action it will take thereon. Submitted by Petition

MOTION was made by Alan Dresios to move that the town vote to amend the Zoning By-Law to add the following:

- To: 9.4 Wireless Communication District
9.4.2 Purpose
Add: 9.4.1.8 "To lesson the impact upon residents, property values,
Public safety, and Town character."
- To: 9.4 Wireless Communication District
9.4.7 Application Process
Add: 9.4.6.2 (b) "If the facility includes the erection of a monopole, a
description of all alternatives that would not include monopoles, regardless
whether the applicant considers such alternatives feasible or cost-effective. Such
description shall include comparative technical information including effective
operating range, mounting, and technical requirements for operation within the
intended operating area as well as a cost effectiveness analysis. The description
shall include the size and shape of each alternative and the likely visual impact of
each on the neighborhood."

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**


ARTICLE 21: Continued

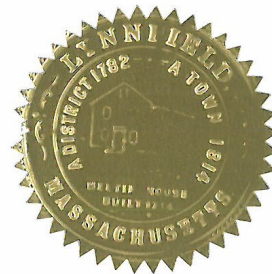
2/3 VOTE REQUIRED

Board of Selectmen does not recommend this article.

ACTION: The Moderator declared Article 21 passed unanimously by a voice count.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 22: To see if the Town will vote to adopt the following bylaw:

"No person shall be allowed to Bow Hunt in the Town of Lynnfield, whether on public or private land. The ban includes, but is not limited to, bear, turkey, waterfowl and deer, during all four hunting seasons.

Or what action it will take thereon. Submitted by Petition

MOTION made by Susan Roach to move that the Town vote to adopt the following bylaw:

"No person shall be allowed to Bow Hunt in the Town of Lynnfield, whether on public or private land. The ban includes, but is not limited to, bear, turkey, waterfowl and deer, during all four hunting seasons.


MAJORITY VOTE REQUIRED

Board of Selectmen does not recommend this article.

Mrs. Roach gave a brief explanation of why this bylaw should be passed. The Moderator asked for a vote of the voters to allow a non resident of Lynnfield to speak. The Moderator declared the request passed unanimously to allow the non resident to give a brief explanation as to why the bylaw should not be allowed. After several comments from the voters, a motion was made and 2nd to move the question. The Moderator declared the motion passed by a majority vote with few in opposition.

ACTION: The Moderator declared Article 22 failed to pass with a voice vote in the majority.

ATTEST:


Trudy L. Reid, Town Clerk





Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

ARTICLE 23: To see if the Town will vote to adopt the following:

"The Town Meeting hereby advises the Lynnfield Board of Selectmen that for future Town Meetings, the omnibus expense/capital budget for the forthcoming fiscal year(s) be prepared and presented with two alternatives as follows:

Alternative 1: Without incorporating the voluntary 2 ½% increase permitted by Proposition 2 ½%

Alternative 2: Incorporating the full voluntary 2 ½% increase permitted by Proposition 2 ½%; or what action it will take thereon. Submitted by Petition

MOTION was made by Kathleen Shea to move that the Town vote to adopt the following:

"The Town Meeting hereby advises the Lynnfield Board of Selectmen that for future Town Meetings, the omnibus expense/capital budget for the forthcoming fiscal year(s) be prepared and presented with two alternatives as follows:

Alternative 1: Without incorporating the voluntary 2 ½% increase permitted by Proposition 2 ½%

Alternative 2: Incorporating the full voluntary 2 ½% increase permitted by Proposition 2 ½%.

MAJORITY VOTE REQUIRED

Board of Selectmen does not recommend this article.
Finance Committee favors this article but not unanimously

ACTION: After some discussion, the Moderator declared Article 23 passed in the majority with a voice count. A few residents were in opposition.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 28, 2014
Lynnfield Middle School**

Closing motion was made by Selectmen Nelson and 2nd by a resident to move the meeting be adjourned sine die.

MAJORITY VOTE REQUIRED

ACTION: By a voice vote in the majority, the Moderator declared the meeting adjourned at 11:40 PM.

ATTEST:

Trudy L. Reid

Trudy L. Reid, Town Clerk



ANNUAL TOWN MEETING
April 28, 2014

ARTICLE 8 - GENERAL GOVERNMENT

Office of the Selectman

1. Selectmen's Salaries	\$2,250.00
2. Town Administrator Salary	\$172,510.00
3. Administrative Salary	\$63,398.00
4. Professional Services	\$77,000.00
5. Pay Rate Increase Fund	\$50,000.00
6. Town Report	\$0.00
7.. Property & Liability Insurance	\$459,571.00
8. Other Expenses	\$17,500.00
Selectmen	\$842,229.00

Town Accountant

9. Accountant's Salary	\$99,000.00
10. Clerical Salary	\$49,342.00
11. Expenses	\$4,125.00
Town Accountant	\$152,467.00

Town Counsel

12. Counsel's Salary	\$0.00
13. Professional Services	\$43,092.00
14. Expense Law Books	\$2,200.00
Town Counsel	\$45,292.00

Division of Finance and Operations

Operations Support

15. Finance Director	\$0.00
16. Salaries	\$83,755.00
17. Expenses	\$41,400.00

Information Systems

18. Salary	\$0.00
19. Expenses	\$126,515.00

Tax Collector

20. Collector Salaries	\$0.00
21. Collector Expenses	\$20,400.00
21A. Senior Tax Work-Off Program	\$9,000.00

Treasurer

22. Treasurer's Salaries	\$144,100.00
23. Treasurer's Expenses	\$21,190.00

Town Clerk		
24. Town Clerk Salaries	\$100,823.00	
25. Town Clerk Expenses	\$32,832.00	
26. Registrar's Expenses	\$0.00	
27. TaxTitle Preceedings	\$0.00	
28. Elections	\$0.00	
Division of Finance & Operations	\$580,015.00	
Board of Assessors		
29. Board Salaries	\$11,500.00	
30. Other Salaries	\$129,944.00	
31. Professional Services	\$27,100.00	
32. Assessment Update	\$11,700.00	
33. Expenses	\$8,470.00	
Board of Assessors	\$188,714.00	
Planning Board		
34. Salary	\$41,854.00	
35. Expenses	\$3,286.00	
Planning Board	\$45,140.00	
Board of Appeals		
36. Expenses	\$2,741.00	
Board of Appeals	\$2,741.00	
Conservation Commission		
37. Salary	\$69,641.00	
38. Expenses	\$2,266.00	
39. Professional Services	\$1,500.00	
40. Open Space	\$1,500.00	
Conservation Commission	\$74,907.00	
Personnel Board		
41. Salary	\$2,874.00	
42. Professional Services	\$2,870.00	
43. Expenses	\$330.00	
Personnel Board	\$6,074.00	
Finance Committee		
44. Salary	\$2,550.00	
45. Expenses	\$420.00	
46. Finance Committee Report	\$1,800.00	
47. Reserve Fund	\$45,000.00	
Finance Committee	\$49,770.00	
<u>TOTAL GENERAL GOVERNMENT</u>	<u>\$1,987,349.00</u>	

PUBLIC SAFETY**Police**

48. Chief's Salary (incl. holidays)	\$147,460.00
49. Other Salaries (incl. holidays)	\$1,853,384.00
50. Officer's Overtime	\$358,383.00
51. Officer's Training	\$48,592.00
52. Other Expenses	\$191,582.00

Police**\$2,599,401.00****Fire**

53. Chief's Salary (incl. holidays)	\$112,200.00
54. Full Time Salaries (incl. holidays)	\$598,800.00
55. Call Dept. Salaries	\$313,229.00
56. Fire Alarm Salaries	\$13,007.00
57. Fire Dept. Expenses	\$105,369.00
58. ALS	\$0.00
59. Fire Alarm Expenses	\$8,000.00
60. Hydrant Rental	\$0.00

Fire**\$1,150,605.00****Div. of Zoning & Inspection**

61. Other Salaries	\$77,466.00
62. Professional Services	\$106,647.00
63. Expenses	\$11,211.00

Zoning & Inspection**\$195,324.00****Civil Defense**

64. Director's Salary	\$250.00
65. Expenses	\$1.00

Civil Defense**\$251.00****Dog Officer**

66. Dog Officer's Salary	\$25,835.00
67. Expenses	\$1,854.00

Dog Officer**\$27,689.00****TOTAL PUBLIC SAFETY****\$3,973,270.00****PUBLIC WORKS****Administration**

68. Director Salary	\$108,275.00
69. Other Salaries	\$347,179.00
70. Motor Fuel/Oil	\$191,500.00
71. Other Expenses	\$6,500.00

Administration**\$653,454.00****Highway**

72. Salaries	\$845,222.00
73. Expenses	\$459,000.00

Highway**\$1,304,222.00****Sidewalk Construction & Maint.**

74. Salaries	\$0.00
75. Expenses	\$25,000.00

Sidewalk**\$25,000.00**

Snow & Ice Removal		
76. Salaries and Expenses		\$120,000.00
	Snow & Ice Removal	\$120,000.00
Street Lighting		
77. Expenses		
	Street Lighting	\$174,070.00
		\$174,070.00
Rubbish Collection		
78. Expenses		\$771,779.00
	Rubbish Collection	\$771,779.00
School Maintenance & Buses		
79. Salaries		\$1,030,917.00
80. Energy supply		\$645,000.00
81. Expenses		\$902,990.00
	School Maintenance & Buses	\$2,578,907.00
Town Building Maintenance		
82. Salaries		\$215,291.00
83. Expenses		\$318,888.00
	Town Building Maintenance	\$534,179.00
	TOTAL PUBLIC WORKS	<u>\$6,161,611.00</u>
HUMAN SERVICES		
Board of Health		
90. Other Salaries		\$84,558.00
91. Expenses		\$30,724.00
	Board of Health	\$115,282.00
Council on Aging		
92. Salary		\$253,458.00
93. Expenses		\$25,615.00
	Council on Aging	\$279,073.00
Veteran's Services		
94. Director's Salary		\$10,200.00
95. Expenses		\$900.00
96. Veterans Benefits		\$12,500.00
	Veteran's Services	\$23,600.00
	TOTAL HUMAN SERVICES	<u>\$417,955.00</u>
<u>CULTURE & RECREATION</u>		
Library		
97. Director's Salary		\$75,896.00
98. Other Salaries		\$476,276.00
99. Expenses		\$193,170.00
	Library	\$745,342.00

Recreation Commission		
100. Salaries		\$44,000.00
101. Expenses		\$3,872.00
	Recreation Commission	\$47,872.00
Historical Commission		
102. Expenses		\$8,280.00
	Historical Commission	\$8,280.00
Memorial Day Observance		
103. Expenses		\$4,000.00
	Memorial Day Observance	\$4,000.00
	TOTAL CULTURE/RECREATION	<u>\$805,494.00</u>
EDUCATION		
Expenses		
High School		\$439,139.00
Middle School		\$164,225.00
Huckleberry Hill School		\$119,900.00
Summer Street School		\$125,600.00
Special Education/Preschool		\$209,500.00
SPED Out of District Tuition		\$422,007.00
SPED Out of District Transportation		\$145,994.00
Administration/Technology		\$518,461.00
	Non-Salary Expenses	\$2,144,826.00
	Salary Expenses	\$19,042,072
Staffing Requests		
High School		\$36,451
Middle School		\$93,203
Huckleberry Hill School		\$36,000
Summer Street School		\$36,000
Special Ed / Preschool		\$0
Administration		\$0
Technology		\$25,000
	Net Salaries & Expenses	\$19,268,726
Offsets:		
Activity Fees		(\$180,000.00)
Community Schools		(\$45,000.00)
Kindergarten revenue		(\$250,000.00)
	Total Offsets	(\$475,000.00)
104. Net Salaries & Expenses		\$20,938,552.00
104a. School Health Insurance		\$2,200,000.00
105. Tuition to Non Public Schools (NS Tech HS)		\$498,319.00
	TOTAL EDUCATION BOS BUDGET	\$23,636,871.00

DEBT & INTEREST	
106. Short Term Interest Debt Exclusion	\$0.00
107. Short Term Interest	\$49,000.00
108. Long Term Principal Payment	\$287,000.00
109. Long Term Interest	\$24,317.00
110. Long Term Principal Debt Exclusion	\$2,004,000.00
111. Long Term Interest Debt Exclusion	\$776,172.00
112. Septic Loan Program	\$32,611.00
TOTAL DEBT & INTEREST	\$3,173,100.00

EMPLOYEE BENEFITS	
113. Pension Contribution	\$2,118,002.00
114. Town Health/Life/Disability Insurance	\$348,000.00
114a. Public Safety Health Insurance	\$233,500.00
114b. DPW Health Insurance	\$315,000.00
114c. Library Health Insurance	\$53,500.00
114d. Council on Aging Insurance	\$14,000.00
114e. Retiree Health Insurance	\$1,600,000.00
115. Medicare – F.I.C.A.	\$353,465.00
116. Worker's Compensation Insurance	\$206,203.00
117. Other	\$3,891.00
118. Unemployment Compensation	\$40,000.00
TOTAL EMPLOYEE BENEFITS	\$5,285,561.00

TOTAL OPERATING BUDGET \$45,441,211.00

ARTICLE 7 - CAPITAL BUDGET

School Department	
Technology	\$250,000.00
Middle School Room Configuration for Team Teaching	\$51,000.00
School Department	\$301,000.00

Zoning & Inspection	
Inspectional Services Cabinets and Files	\$9,500.00
Town Hall / Zoning	\$9,500.00

Library	
Telephone System	\$10,100.00
Library	\$10,100.00

Police Department	
(1) Marked Police Cruiser w/lighting and siren options	\$45,000
Firearm Parts Washer/Cleaner	\$2,000
(1) Taser units w/batteries and cartridges	\$1,650
Computer Hardware/Software	\$7,500
(3) Patrol Rifles, slings, sights, magazines	\$10,000
Recording Device	\$3,000
Police Department	\$69,150

Fire Department	
Protective Gear	\$5,000.00
Hose Replacement	\$10,000.00
Extrication Tools	\$37,500.00
Thermal Imaging Camera	\$15,000.00
Utility Vehicle	\$30,000.00
Fire Department	\$97,500.00

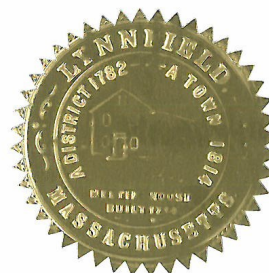
Public Works	
Replace Truck #16	36,000.00
Small Equipment	5,000.00
Parks, Playgrounds and Cemetery Equipment	4,000.00
Replace Gas Boy System	30,000.00
Senior Center Kitchen Floor Epoxy Treatment	5,500.00
DPW Building Improvements	25,000.00
Pillings Pond Improvements	12,500.00
Refinish Gym Floors	7,000.00
Refinish Stage Floor	5,000.00
Small Equipment	6,000.00
Repair High School Gym Bleachers	6,500.00
Public Works	142,500.00

Total Capital Budget	<u>\$629,750.00</u>
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Total General Fund	\$629,750.00
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Total Capital Spending	\$629,750.00
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ATTEST: Trudy L. Reid
Trudy L. Reid, Town Clerk



Town of Lynnfield



TOWN CLERK'S OFFICE
55 Summer Street, Lynnfield, Mass. 01940
781-334-9400

**APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2013 TO JUNE 30, 2014
TOWN MEETING APRIL 28, 2014**

ARTICLE 4. To raise and appropriate or transfer from available funds and reduce certain departmental appropriations, and to supplement certain accounts in the current 2014 Fiscal year where balances are below projected expenditures. (See attached detail.)

Transfer from existing appropriations	\$367,061.00
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ARTICLE 5 To appropriate for the construction of municipal outdoor recreational and athletic facilities, including the development of land and the construction and reconstruction of facilities.

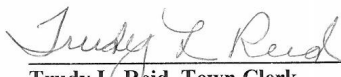
To transfer from the sale of Real Estate Fund	\$2,500,000.00
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To authorize the Treasurer, with approval of the Board of Selectman to borrow	\$5,289,068.00
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\$7,789,068.00

TOTAL APPROPRIATIONS	<u>\$8,156,129.00</u>
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ATTEST:



Trudy L. Reid, Town Clerk

Article 4
2014 Annual Town Meeting

Article 4

Transfer To:

012254-530000	Selectmen Other Professional Services	15,000.00
0121052-511002	Police Other Salaries-Patrolmen Salaries	15,000.00
0121053-513000	Patrolmen Overtime	120,000.00
0122054-511000	Fire Alarm Salaries	6,000.00
0142151-511000	Public Works Director Salary	10,372.00
01392531-533000	School Building-Contractual Busing	131,000.00
0142351-530019	Snow & Ice Removal-Plow Contractors	40,828.00
0171056-591003	Principal WPAT Septic Loans	12,643.00
0175155-591510	Long Term Interest- High School Addition	16,218.00
		367,061.00

Transfer From:

0112257-574100	Property & Casualty Insurance	5,000.00
0191052-517002	Health Insurance	120,000.00
0122051-511000	Fire Chief Salary	6,000.00
0119251-511009	Municipal Buildings- Custodial Salaries	2,500.00
01392511-511008	School Building-Bus Driver Salaries	66,500.00
01392511-513009	School Building Custodial Overtime	27,200.00
01392521-521002	School Building- Energy Supply Heat	14,000.00
0142153-548002	DPW Admin Motor Fuel	8,000.00
0142252-553007	Highway Expense- Street Sweeping	3,000.00
0142451-521005	Street Lighting Expense	36,000.00
2536-597400	Septic Betterment- Transfer for Debt Payment	12,643.00
0171054-591011	Long Term Principal- High School Addition	16,218.00
90193001-532000	Out of District Tuitions	50,000.00
		367,061.00

**APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2013 TO JUNE 30, 2015
VOTED AT TOWN MEETING APRIL 28, 2014**

ARTICLE 6	To raise and appropriate by transfer from available funds by tax levy for Town charges and expenses.	\$45,441,211.00
ARTICLE 7	To raise and appropriate by transfer from available funds, by tax levy or by borrowing for capital expenditures.	\$629,750.00
ARTICLE 8	To appropriate from Free Cash to the Stabilization Fund	\$150,000.00
ARTICLE 9	To appropriate from Free Cash to the Capital Facilities Fund	\$150,000.00
ARTICLE 10	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Council on Aging for activities and field trips.	\$40,000.00
ARTICLE 11	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Health for flu clinic expenses.	\$15,000.00
ARTICLE 12	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Library Trustees for replacement of lost books.	\$10,000.00
ARTICLE 13	To authorize a Revolving Fund under Chapter 14, Section 53E ½ to be spent by the Recreation Commission to pay expenses and contractual services required to operate Recreation activities and field trips.	\$75,000.00
ARTICLE 14	To appropriate from the Emergency Medical Service enterprise receipts under Chapter 44, Section 53 F-1/2 to defray the cost to provide emergency medical services in Lynnfield.	\$640,000.00
ARTICLE 15	To appropriate from the Golf Enterprise receipts Under Chapter 44, Sec. 53F 1/2 to operate the Reedy Meadow Golf Course and King Rail Reserve Golf courses.	\$715,000.00

TOTAL: \$47,865,961.00

ATTEST:



Trudy L. Reid, Town Clerk

**APPROPRIATIONS VOTED TO BE RAISED BY
TAX LEVY AT ANNUAL TOWN MEETING
APRIL 28, 2014**

ARTICLE 6	From Tax Levy for Operating Budget	\$45,377,985.00
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TOTAL TAX LEVY	\$45,377,985.00
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**APPROPRIATIONS VOTED TO BE RAISED BY
TRANSFER AT ANNUAL TOWN MEETING
APRIL 28, 2014**

ARTICLE 6	To transfer from sale of lots and graves account To be applied to Line Item 73, Highway Expenses	\$20,000.00
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	To transfer from "Reserve for Appropriations" To be applied to Line Item 112, Septic Loan Program	\$32,611.00
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	To transfer from the American Legion fund to be Applied to Line Item 103, Memorial Day Observances	\$990.00
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	To transfer from Free Cash- Operating Budget	\$9,625.00
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ARTICLE 7	To transfer from Free Cash – Capital Budget	\$629,750.00
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ARTICLE 8	To transfer from Free Cash – Stabilization Fund	\$150,000.00
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ARTICLE 9	To transfer from Free Cash – Capital Facilities	\$150,000.00
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TOTAL TRANSFERS	\$992,976.00
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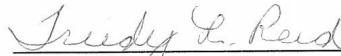
**APPROPRIATIONS VOTED TO OPERATE ENTERPRISE
FUNDS AT THE ANNUAL TOWN MEETING
APRIL 28, 2014**

ARTICLE 14	To appropriate from the Emergency Medical Service Enterprise Receipts under Chapter 44, Section 53F ½ to defray costs to provide emergency medical services in Lynnfield.	\$640,000.00
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ARTICLE 15	To appropriate from the Golf Enterprise receipts under Chapter 44, Section 53F ½ to operate the Reedy Meadow Golf Course and King Rail Reserve Golf courses.	\$715,000.00
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TOTAL ENTERPRISE	\$1,355,000.00
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ATTEST:



Trudy L. Reid, Town Clerk

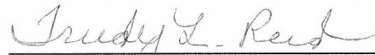
**APPROPRIATIONS VOTED TO RAISE
REVOLVING FUNDS AT ANNUAL TOWN MEETING
APRIL 28, 2014**

ARTICLE 10 To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Council on Aging for activities and field trips.	\$40,000.00
ARTICLE 11 To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Health for flu clinic expenses.	\$15,000.00
ARTICLE 12 To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Library Trustees for replacement of lost books.	\$10,000.00
ARTICLE 13 To authorize a Revolving Fund under Chapter 44, Section 53E ½ to be spent by the Recreation Commission, to pay expenses and contractual services required to operate Recreation activities and field trips.	\$75,000.00

TOTAL REVOLVING FUNDS: \$140,000.00

TOTAL APPROPRIATIONS: \$47,865,961.00

ATTEST:



Trudy L. Reid, Town Clerk

LYNNFIELD TOWN WARRANT

TOWN OF LYNNFIELD

THE COMMONWEALTH OF MASSACHUSETTS

SPECIAL TOWN MEETING – JUNE 30, 2014

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in the Middle School Auditorium, and in the Gymnasium, if necessary, on Monday, June 30, 2014 at 7:30 p.m. then and there to act on the following articles:

ARTICLE 1. To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase and/or gift the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed by deed dated December 28, 2007 and recorded with the Essex South District Registry of Deeds at Book 27459, Page 242 to Denault M. Donovan, Charles S. Donovan and Ailis F. Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres, more or less; to appropriate a sufficient sum of money for such acquisition; and to fund said appropriation by authorizing the Treasurer with the approval of the Board of Selectmen to borrow the said sum pursuant to the provisions of G.L. c. 44, § 7(3) or any other enabling authority, and to authorize the issuance of bonds or notes therefor; or to take any other action thereon.


Submitted by BOARD OF SELECTMEN

And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, fourteen days at least before the time of holding said meeting.

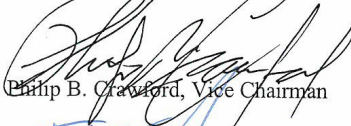
HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

Given under our hands this 9th day of June in the year of our Lord two thousand and fourteen.

BOARD OF SELECTMEN



David M. Nelson, Chairman



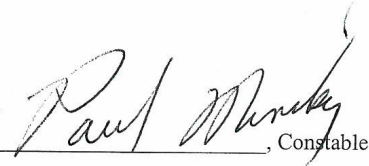
Philip B. Crawford, Vice Chairman



Thomas D. Terranova, Jr., Clerk

A true copy

ATTEST:


_____, Constable

6-10-14

Date: 6-10-14

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield 14 days before the time and calling of said election.

Paul Mundy
Constable

Posted at:
Center Post Office
Colonial Village Market
Library
Pump 'n Pantry
Senior Center
South Fire Station
South Post Office
Town Hall

Irish L. Reed
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
SPECIAL TOWN MEETING
MONDAY, JUNE 30, 2014
Lynnfield Middle School**

The Special Town Meeting was called to order by Moderator Arthur Bourque at 7:38 PM, indicating the quorum of 175 registered voters had been met. The Moderator began by introducing the Board of Selectmen, the Town Administrator, the Finance Committee, Town Counsel and the Town Clerk. Mr. Christopher Barrett was sworn in as Deputy Moderator in anticipation the cafeteria would serve as the overflow room.

Moderator Bourque read the returned warrant as posted by Constable Paul Minsky, and explained the process of town meeting.

After the reading of the Article by Moderator Bourque, Mr. Bourque called on Selectman Chair David Nelson to make the motion. The motion was seconded by Selectman Phil Crawford, and stated the Board of Selectman recommends this article.

Finance Committee stated their board recommended the purchase of the property by a 6-2 vote. Chairman of the Planning Board stated the board gave a favorable recommendation. Tom Mullen, Town Counsel gave a brief explanation of the guidelines of Article 97 and how it relates to town owned property.

Moderator Bourque introduced Denault "Denny" Donovan and Lynnfield resident Robert Gillon – who gave a presentation on the property. After lengthy questions and comments from residents, a resident asked to move the question. By a voice vote, the moderator declared the vote in favor of moving the question.

ARTICLE 1: To see if the Town will vote to authorize the Board of Selectman to acquire by purchase and/or gift the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed by deed dated December 28, 2007 and recorded with the Essex south District Registry of Deeds at book 27459, Page 242 to Denault M. Donovan, Charles S. Donovan and Ailis F. Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres, more or less; to appropriate a sufficient sum of money for such acquisition; and to fund said appropriation by authorizing the Treasurer with the approval of the Board of Selectman to borrow the said sum pursuant to the provisions of G.L.c.44 section 7(3) or any other enabling

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
SPECIAL TOWN MEETING
MONDAY, JUNE 30, 2014
Lynnfield Middle School**

ARTICLE 1: Continued

authority, and to authorize the issuance of bonds or note therefore; or to take any other action thereon. Submitted by the Board of Selectman

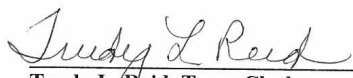
Motion made by Board of Selectman Chairperson Dave Nelson to move that the Town vote to authorize the Board of Selectman to acquire by purchase the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed by deed dated December 28, 2007 and recorded with the Essex South District Registry of Deeds at Book 27459, Page 242 to Denault M. Donovan, Charles S. Donovan and Ailis F. Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234 consisting of seven (7) acres, more or less; to appropriate the sum of \$1,550,000 to acquire said property and make capital improvements thereto; to fund this appropriation by authorizing the Treasurer with the approval of the Board of Selectmen to borrow said sum in accordance with the provisions of G.L. Ch. 44, Section 7(3) or any other enabling authority; and to authorize the issuance of bonds or notes therefore; provided that neither the Board of Selectmen nor any other person shall make any use of the said property unless and until a detailed proposal of such use is presented to and approved by a future Town Meeting, and provided further that the Board of Selectmen shall submit such proposal to Town Meeting not later than the Annual Town Meeting of 2016.

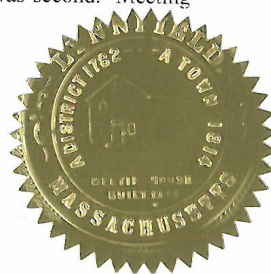
2/3 MAJORITY VOTE REQUIRED

ACTION: Motion 2nd by several. After hearing a voice vote, the Moderator asked for a hand count. Hand count vote -- 534 aye votes; 27 nay votes. A yes vote of 371 was the 2/3 majority. The moderator declared Article 1 passed by the required 2/3 majority.

Selectman Phil Crawford made a motion to adjourn the meeting, motion was second. Meeting was adjourned at 8:43 PM.

ATTEST:


Trudy L. Reid, Town Clerk



Town of Lynnfield



TOWN CLERK'S OFFICE
55 Summer Street, Lynnfield, Mass. 01940
781-334-9400

**APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2013 TO JUNE 30, 2014
TOWN MEETING JUNE 30, 2014**

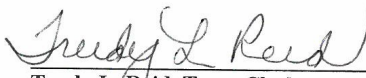
ARTICLE 1. To appropriate for the acquisition by purchase and/or gift the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts.

To authorize the Treasurer with the approval of the Board of Selectmen to borrow pursuant to the provisions of G.L. Chapter 44, Section 7(3) or any other enabling authority, and to authorize the issuance of bonds or notes.

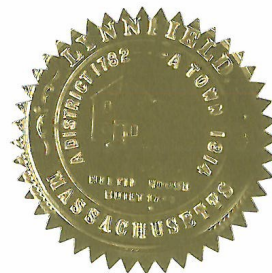
TOTAL APPROPRIATION

\$1,550,000.00

ATTEST:



Trudy L. Reid, Town Clerk



COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2014 STATE PRIMARY



SS.

To the Constables of the TOWN OF LYNNFIELD

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries at:

PRECINCTS 1, 2, 3, 4
at the

LYNNFIELD HIGH SCHOOL GYMNASIUM
275 ESSEX STREET

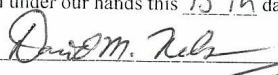

on **TUESDAY, THE NINTH DAY OF SEPTEMBER, 2014**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS.	FOR THIS COMMONWEALTH
GOVERNOR.	FOR THIS COMMONWEALTH
LIEUTENANT GOVERNOR.	FOR THIS COMMONWEALTH
ATTORNEY GENERAL.	FOR THIS COMMONWEALTH
SECRETARY OF STATE.	FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL.	FOR THIS COMMONWEALTH
AUDITOR.	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.	SIXTH ESSEX DISTRICT
COUNCILLOR.	SIXTH ESSEX DISTRICT
SENATOR IN GENERAL COURT.	THIRD ESSEX DISTRICT
REPRESENTATIVE IN GENERAL COURT.	20 TH MIDDLESEX DISTRICT
DISTRICT ATTORNEY.	EASTERN DISTRICT
REGISTER OF PROBATE.	ESSEX COUNTY


Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 15th day of July, 2014
(month)

SELECTMEN OF LYNNFIELD

Pursuant to the Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield, (Center Post Office, Colonial Village Market, Library, Pump n' Pantry, Senior Center, South Fire Station, South Post Office, and Town Hall) seven days at least before the time and calling of said election.


Constable 7 30 - 2014.
(month and day)

Warrant must be posted by **September 2, 2014**, (at least *seven days prior* to the **September 9, 2014** State Primary).

DEMOCRATIC PRIMARY	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
SENATOR IN CONGRESS					
<i>Vote for One</i>					
Blanks					0
Edward J. Markey	179	155	163	166	663
Write-Ins					0
TOTALS	179	155	163	166	663
<i>Proof</i>					<i>663</i>
GOVERNOR					
<i>Vote for One</i>					
Blanks					0
Donald M. Berwick	49	40	23	43	155
Martha Coakley	101	71	89	92	353
Steven Grossman	111	129	105	138	483
Write-Ins					0
TOTALS	261	240	217	273	991
<i>Proof</i>					<i>991</i>
LIEUTENANT GOVERNOR					
<i>Vote for One</i>					
Blanks					0
Leland Cheung	68	51	49	54	222
Steven J. Kerrigan	89	97	83	108	377
Michael E. Lake	48	33	33	47	161
Write-Ins					0
TOTALS	205	181	165	209	760
<i>Proof</i>					<i>760</i>
ATTORNEY GENERAL					
<i>Vote for One</i>					
Blanks					0
Maura Healey	150	139	110	153	552
Warren E. Tolman	101	97	102	103	403
Write-Ins					0
TOTALS	251	236	212	256	955
<i>Proof</i>					<i>955</i>
SECRETARY OF STATE					
<i>Vote for One</i>					
Blanks					0
William Francis Galvin	197	191	173	185	746
Write-Ins					0
TOTALS	197	191	173	185	746
<i>Proof</i>					<i>746</i>

	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
TREASURER					
<i>Vote for One</i>					
Blanks					0
Thomas P. Conroy	45	44	41	61	191
Barry R. Finegold	99	98	83	104	384
Deborah B. Goldberg	78	76	70	72	296
Write-Ins					0
TOTALS	222	218	194	237	871
<i>Proof</i>					871
AUDITOR					
<i>Vote for One</i>					
Blanks					0
Suzanne M. Bump	159	155	141	156	611
Write-Ins					0
TOTALS	159	155	141	156	611
<i>Proof</i>					611
REP IN CONGRESS					
<i>Vote for One</i>					
Blanks					0
John F. Tierney	102	87	90	88	367
Marisa A. DeFranco	19	17	15	16	67
John Patrick Devine	1	4	0	1	6
John J. Gutta	0	1	1	0	2
Seth W. Moulton	137	133	103	164	537
Write-Ins					0
TOTALS	259	242	209	269	979
<i>Proof</i>					539
COUNCILLOR					
<i>Vote for One</i>					
Blanks					0
Terrence W. Kennedy	169	179	162	176	686
Write-Ins					0
TOTALS	169	179	162	176	686
<i>Proof</i>					686
SENATOR IN GEN. CT					
<i>Vote for One</i>					
Blanks					0
Thomas M. McGee	183	175	152	169	679
Write-Ins					0
TOTALS	183	175	152	169	679
<i>Proof</i>					679

	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
REP IN GENERAL COURT					
<i>Vote for One</i>					
Blanks					0
Write-Ins					0
TOTALS	0	0	0	0	0
<i>Proof</i>					0
DISTRICT ATTORNEY					
<i>Vote for One</i>					
Blanks					0
Jonathan W. Blodgett	170	168	148	172	658
Write-Ins					0
TOTALS	170	168	148	172	658
<i>Proof</i>					658
REGISTER OF PROBATE					
<i>Vote for One</i>					
Blanks					0
Pamela Casey O'Brien	170	170	152	171	663
Write-Ins					0
TOTALS	170	170	152	171	663
<i>Proof</i>					663

REPUBLICAN PRIMARY	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
SENATOR IN CONGRESS					
<i>Vote for One</i>					
Blanks					0
Brian J. Herr	86	69	87	138	380
Write-Ins					0
TOTALS	86	69	87	138	380
<i>Proof</i>					<i>380</i>
GOVERNOR					
<i>Vote for One</i>					
Blanks					0
Charles D. Baker	95	83	100	160	438
Mark R. Fisher	19	16	22	27	84
Write-Ins					0
TOTALS	114	99	122	187	522
<i>Proof</i>					<i>522</i>
LT. GOVERNOR					
<i>Vote for One</i>					
Blanks					0
Karyn E. Polito	99	74	98	155	426
Write-Ins					0
TOTALS	99	74	98	155	426
<i>Proof</i>					<i>426</i>
ATTORNEY GENERAL					
<i>Vote for One</i>					
Blanks					0
John B. Miller	94	69	91	148	402
Write-Ins					0
TOTALS	94	69	91	148	402
<i>Proof</i>					<i>402</i>
SECRETARY OF STATE					
<i>Vote for One</i>					
Blanks					0
David D'Arcangelo	91	72	91	141	395
Write-Ins					0
TOTALS	91	72	91	141	395
<i>Proof</i>					<i>395</i>

	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
TREASURER					
<i>Vote for One</i>					
Blanks					0
Michael James Heffernan	92	67	85	135	379
Write-Ins					0
TOTALS	92	67	85	135	379
<i>Proof</i>					379
AUDITOR					
<i>Vote for One</i>					
Blanks					0
Patricia S. Saint Aubin	85	64	80	131	360
Write-Ins					0
TOTALS	85	64	80	131	360
<i>Proof</i>					360
REP IN CONGRESS					
<i>Vote for One</i>					
Blanks					0
Richard R. Tisei	105	87	114	172	478
Write-Ins					0
TOTALS	105	87	114	172	478
<i>Proof</i>					478
COUNCILLOR					
<i>Vote for One</i>					
Blanks					0
Vincent Lawrence Dixon	87	64	84	131	366
Write-Ins					0
TOTALS	87	64	84	131	366
<i>Proof</i>					366
SENATOR IN GEN CT					
<i>Vote for One</i>					
Blanks					0
Write-Ins					0
TOTALS	0	0	0	0	0
<i>Proof</i>					0

	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
REP IN GEN COURT					
<i>Vote for One</i>					
Blanks					0
Bradley H. Jones, Jr.	96	76	96	153	421
Write-Ins					0
TOTALS	96	76	96	153	421
<i>Proof</i>					421
DISTRICT ATTORNEY					
<i>Vote for One</i>					
Blanks					0
Write-Ins					0
TOTALS	0	0	0	0	0
<i>Proof</i>					0
REGISTER OF PROBATE					
<i>Vote for One</i>					
Blanks					0
Michael E. Morales	89	62	85	122	358
Write-Ins					0
TOTALS	89	62	85	122	358
<i>Proof</i>					358

LYNNFIELD TOWN WARRANT
THE COMMONWEALTH OF MASSACHUSETTS
SPECIAL TOWN MEETING – OCTOBER 20, 2014

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in the Middle School Auditorium, and in the Cafeteria and Gymnasium, if necessary, on Monday, October 20, 2014 at 7:30 p.m. then and there to act on the following articles:

ARTICLE 1. To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 2. To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2015 Fiscal Year various purposes; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 3. To see if the Town will vote to appropriate by transfer from receipts reserved for appropriation a sum of money to be expended under the discretion of various town boards, committees, or officers; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 4. To see if the Town will vote to accept the provisions of G.L. c. 32B, § 20 to establish an Other Post Employment Benefits Liability Trust Fund and to raise and appropriate a sum of money to be deposited therein; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 5. To see if the Town will vote to petition the Legislature, for the purpose of reverting from the Town Administrator form of government back to the Executive Assistant form of government, to enact the following:

An Act amending the Charter of the Town of Lynnfield

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Chapter 127 of the Acts of 1993 is hereby repealed.

SECTION 2. Chapter 128 of the Acts of 1993 is hereby repealed.

SECTION 3. The Town Charter of the Town of Lynnfield, on filed with the Archivist of the Commonwealth, is hereby amended by inserting a new section numbered 5-7-6.1 to read:
--He shall reserve all significant decisions for the Board of Selectmen. The Board of Selectmen are hereby prohibited from delegating their decision-making power to him.

SECTION 4. Said Charter is hereby further amended by deleting section 7-5-1 and inserting in its place a new section to read:
--At least one hundred and twenty days prior to the first session of the Annual Town Meeting, every department, board, commission, and committee shall prepare and submit to the Selectmen operating budget estimates for the ensuing fiscal year. Such estimates shall be discussed by the Selectmen in an open public meeting, with participation by the public, at which the department heads shall answer any questions put to them by members of the public from the floor of the Selectmen's meeting.

SECTION 5. Said Charter is hereby further amended by deleting, in section 5-7-6 the words, "of the personnel system"

SECTION 6. Said Charter is hereby further amended by striking from section 9-1-2 all words after "Selectmen."

SECTION 7. Said Charter is hereby further amended by inserting a new section numbered 9-1-3 which shall read:
--Each division and department head shall, once a month, attend a meeting of the Board of Selectmen, where they shall personally report to the Selectmen, both in writing and orally, on the actions of their department or division for that month. All division and department heads, when personally reporting, shall be prepared to answer questions and receive complaints from the selectmen and the public.

SECTION 6. This act shall take effect upon its passage.

Or what action it shall take thereon.

Submitted by PETITION

ARTICLE 6. To see if the Town will vote to amend the bylaws by inserting a new section in Chapter 2 of the bylaws to read as follows:

Residency Requirement

Notwithstanding contrary provisions of the General Laws, any employee hired to any of the following positions must reside and be domiciled within the Town of Lynnfield within one month of their date of hire. This bylaw shall apply to:

The Town Administrator,
The Town Clerk,
The Town Treasurer,
The Tax Collector,
The Building Inspector,
The Fire Chief,
The Superintendent of Schools,
The Police Chief,
and the Director of Public Works.

Provided further that any current Town employee shall be grandfathered against the effect of this bylaw. Failure to comply with this bylaw shall constitute "just cause" and shall be grounds for termination. The Selectmen shall investigate any complaint of violation of this bylaw upon the petition of ten registered voters. If such investigation reveals that an employee has not complied with this bylaw, such employee shall be terminated with 14 days by the Selectmen, after notice and prompt hearing.

Or what action it will take thereon.

Submitted by PETITION

ARTICLE 7. To see if the Town will vote to amend the bylaws, for the purposes of reverting to the Executive Assistant form of government by voting to reinstate the Consolidated Personnel By-law as it existed in 1983, by deleting the current Chapter 3, Part 2, and inserting in its place the following:

Consolidated Personnel By-law

1. General

A. Hours of Work

1. The work week for Town employees shall be forty hours or such lesser number as the department head, with the approval of the Board of Selectmen may establish.

2. Department heads may not receive overtime pay. Work in excess of 8 hours per day or 40 hours per week for other employees will be paid at the rate of time

and one-half. Overtime may be worked only on authorization of the proper department head or other authority.

B. Notification Requirement

From the date of the adoption of this by-law forward, all department heads hiring employees are required to notify the Personnel Board, Town Clerk and Town Accountant of such employment, including whether the employee is permanent, temporary, part-time or full-time.

C. Definitions

As used in this Chapter, the following words and phrases shall have the following meanings unless a different construction is clearly required by the context or by the laws of the Commonwealth

Civil Service Law- Chapter 31 of the General Laws of the Commonwealth, as said Chapter and said rules and regulations may be amended from time to time.

Continuous Employment- Employment uninterrupted except for required military service or other authorized leave of absence.

Department- Any department, board, committee, commission, or other agency of the Town subject to this by-law.

Department Head- The officer, board, or other body having immediate supervision and control of a department; in the instance of a department serving under the supervision and control of the Selectmen, the officer, board, or other body immediately responsible to the Board of Selectmen for the administration of the department.

Emergency Employment or Emergency Appointment- Employment or appointment made for a specified time without requisition, or without the prior consideration of the Personnel Board, to cover an unforeseen emergency; no such employment shall be for a period longer than three (3) consecutive calendar weeks. Nor shall any person be employed on an emergency basis more than twice in any calendar year except by the specific written permission of the Personnel Board.

Full-time Employment- Employment for not less than seven (7) hours per day for five (5) days a week for fifty-two (52) weeks per year, minus legal holidays and authorized leaves of absence.

Full-time Employee- An employee engaged in full-time employment.

Leave of Absence with Pay- Any authorized leave with pay from scheduled work.

Leave of Absence without Pay- Any authorized absence from scheduled work without pay.

Part-time Employee- Any employee who is employed for less than full-time

Part-time Employment- Any employment less than full-time employment

Permanent Employee- (1) Any employee retained on a continuing basis in a permanent position as defined below;

(2) Any employee holding a permanent appointment under the Civil Service Law to a position deemed permanent within the meaning of said law.

Permanent Position- Any position in the town service which at the time of employment is intended by the Town to require the services of an employee without interruption, for an indefinite period of time, which shall in no event be less than one (1) year, either on full-time or part-time basis.

Temporary Employee- (1) An employee retained in a temporary position as defined below;

(2) Any employee holding a temporary appointment under the Civil Service Law who does not also have permanent status thereunder.

Temporary Position- Any position in the town service which at the time of employment is intended by the Town to require the services of an employee for a fixed term of less than one (1) year.

Town- The Town of Lynnfield

2. Application of this By-law

All Town departments and all positions in the Town service, (other than the School Department and the Police Department) shall be subject to the provisions of this by-law, provided that Sections 10, 11, 12, 13, and 14 shall not apply to the Fire Department or its personnel.

Administration of the Consolidated Personnel By-law shall be under the jurisdiction of the Personnel Board, and shall be implemented by the department heads in accordance with its terms.

3. Personnel Board

The Personnel Board shall consist of five (5) members who shall be appointed by the Board of Selectmen and shall serve without pay; the original appointees shall be appointed for the following terms of office: two (2) for three (3) years, two (2) for two (2) years and one (1) for one (1) year. No regular employee or elected or appointed official of the Town shall be eligible for appointment to the Board. Except as provided in the next paragraph, the terms of each appointee shall commence on the first day of April in each year and as the terms of the respective members expire, the Board of Selectmen shall make appointments to fill the vacancies. Except for the original appointees, all

members shall be appointed for a term of three (3) years, provided, however, that no member shall be appointed for more than two (2) successive terms.

If any member of the Personnel Board shall resign or otherwise vacate his office before the expiration of his term, the vacancy so created shall be filled in accordance with the General Laws (Ter. Ed.) Chapter 41, Section 11. Each member of the Board shall serve until his successor has been appointed and qualified.

By May 15 of each year, the Personnel Board shall meet and organize and elect its own Chairman and Vice Chairman and appoint a regular monthly meeting date and notify the Board of Selectmen, Town Accountant and Town Clerk of the results of said election.

The Board shall be authorized to obtain the services of a Clerk, who shall keep a record of its official proceedings and actions. The Board, subject to appropriation therefor, may make such expenditures as may be necessary or appropriate for the performance of its duties.

The Personnel Board shall meet regularly (once a month in at least ten (10) months of every year) for the transaction of business under this bylaw, and it shall hold such special meetings as may be called by the Chairman, or directed by vote of the Board.

A majority of the total membership of the board shall constitute a quorum for the transaction of the business of the Board, and the vote of the majority of the members attending and voting shall be necessary for any official act of the Board.

The Selectmen shall furnish the Personnel Board with such office space as it may require for the performance of its duties and storage of its property and records.

In addition to its responsibilities under Section 7 hereof, said Board shall serve in an advisory capacity to the Town in all matters relating to all salary, rate or classification changes for any employee or position, except those under the jurisdiction of the School Committee. Such changes shall, prior to the effectuation thereof, be first referred to the Personnel Board and a recommendation shall be made by the Board, or if thirty (30) calendar days shall elapse from the date of submission and no report is made, as hereinafter provided, it shall be deemed that the Board's recommendation is favorable to the proposed change. No action at any Town Meeting shall be taken in regard to salary, rate, job classification, or other characteristic of employment of any position to which this bylaw applies unless the subject matter thereof has been considered by the Personnel Board and its report with recommendations thereof has been submitted in writing to said meeting or unless at least thirty (30) days prior to the meeting at which the action is taken, the subject matter thereof was brought before the Personnel Board and it submitted no such report and recommendations to said meeting.

The Board shall make a continuing analysis and evaluation of the jobs and positions of the Town.

The Board shall maintain a salary and rate structure schedule for the Town and make recommendations for any changes which it deems necessary to maintain a pay scale representing satisfactory and proper remuneration for work performed. Such recommendations shall include rates, wages, salaries, fees and/or fringe benefits.

The Board shall maintain formal job descriptions for all positions derived from data furnished by department heads and from all other sources, copies of which shall be available to all interested committees or boards and employees.

On or before December 1st of each year, the Personnel Board shall submit in writing to all department heads its preliminary recommendations for the grade step schedule which shall have as their purpose to assist the department heads in their preparation of their department's budget, but the department heads shall not be bound by said recommendations. Not later than January 1st of each year, the Personnel Board and the Finance Committee shall meet jointly to review the financial effects of the recommendations of the Board; in addition, at least one (1) other joint meeting shall be held on or before the succeeding March 1st of each year to review the recommendations of the Board and those of the Finance Committee. A.T.M. 4/29/74

The recommendation of the Personnel Board shall be published in the publication of the Finance Committee's Recommendations to the Town Meeting concerning the warrant articles. The Board's recommendations pertaining to salaries, rates and the like shall be prepared in the format of a schedule or chart and the Finance Committee's recommendations pertaining to such matters shall be prepared and presented within the aforementioned format to afford the voter a simultaneous comparison of all recommendations.

4. Personnel Records

An individual personnel file of all Town employees, both elected and appointed except employees of the School Department, shall be prepared and kept by the Town Clerk in his office. Said personnel file shall contain all the vital statistics and other pertinent data required by the Personnel Board, including grievance procedure data, of each and every such person. It shall be the duty of each Town officer and employee to furnish the Town Clerk forthwith, upon request, all information needed for completion of this file. Such files shall be available to the Personnel Board at all reasonable times, but such files shall not be public records.

5. Grievance Procedure

It shall be the policy of the Town that there shall be a Grievance Procedure available for the use of its employees. The purpose of the Grievance Procedure shall be to settle employee grievances as expeditiously and fairly as possible to ensure efficiency and high employee morale. It shall be the responsibility of all parties to come to a quick and amicable solution; grievances shall be taken up at such times as to minimize loss of productive work. Any grievance must be presented in or within five (5) calendar days of the occurrence of the alleged grievance. A.T.M. 3/9/70

Step I...Whenever an employee has a grievance relating to his employment he shall orally make it known to his immediate superior making it clear to his superior that he is presenting a grievance in accordance with this clause. His superior shall attempt to resolve the grievance and shall verbally respond to the employee within five (5) working days of being told of the grievance. If the grievance is not satisfactorily resolved the employee may take Step II. A.T.M. 3/9/70

Step II...The employee shall put his grievance in writing on a form to be supplied by the Town Clerk and present it to his department head who may be the same person as in Step I. He shall also present a copy of the grievance to the Clerk of the Personnel Board. The department head shall attempt to resolve the grievance and shall submit an answer in writing on a form to be supplied by the Town Clerk to the employee with a copy to the Clerk of the Personnel Board within five (5) working days of the receipt of the grievance. If the grievance is not satisfactorily resolved hereunder the employee may then take Step III. A.T.M. 3/9/70

Step III...The employee shall file a written statement of his grievance with the Personnel Board and request an informal hearing before the same at its next regular meeting, or at a special meeting if the Board deems it advisable. The Board shall notify the appropriate department head and/or superior to be present at said hearing. All parties, including the Board, shall be entitled to be represented by a duly authorized representative. Within fifteen (15) days of the hearing, all parties shall be notified in writing of the decision of the Personnel Board, which decision shall be in writing. The decision of the Personnel Board shall be final and binding on all parties with regard to all grievances except as may be otherwise provided in contracts negotiated between the Town and a certified bargaining unit of employees. A.T.M. 3/9/70

6. Employment, Promotion and Transfer of Civil Service Personnel

Employment, promotion and transfer of employees subject to the Civil Service Law shall be made known to the Personnel Board in order to keep the personnel files of the employees up to date.

7. Employment, Promotion and Transfer of Non-Civil Service Personnel

The employment, promotion, and transfer of Town personnel not subject to the provisions of the Civil Service Law shall be regulated as follows:

a. The Town Clerk shall promptly notify the Personnel Board when a person duly elected or appointed to a paid elective or appointive office of the Town has qualified to perform, and has entered upon, the duties of said office. Also, when he has resigned from or has otherwise vacated his office, the Town Clerk shall forthwith notify the Board.

b. Except for emergency employees and when not in conflict with the laws of the Commonwealth, no employment in or transfer to a paid appointive position in the

Town service shall take effect until the same has been presented by the appropriate department head to the Personnel Board for analysis for determination of compliance with the requirements of the classification plan, compensation plan, and other provisions of this bylaw; and if such employment or transfer is in compliance aforesaid, the Personnel Board shall approve same in writing and may make such approval retroactive when necessary.

c. No proposed promotion to a position subject to this bylaw or raise in compensation shall be acted upon by the Personnel Board until it shall first have been submitted to the elected or appointed officer or board having supervision and control of the department in which the employee is employed.

8. Submission of Proposed Budget to Personnel Board

Each department head shall include in the regular annual department budget a pay adjustment section, setting forth the name of each employee, any recommended change in step or grade, the reasons therefore, and the amounts which he believes will be required for proposed pay adjustments in accordance with the resulting compensation scale during the ensuing year and he shall furnish a copy thereof to the Personnel Board on or before January 1st of each year. A.T.M. 4/29/74

9. Amendment to the Consolidated Personnel By-law

The Consolidated Personnel By-law may be amended in the same manner in which the Town by-laws may be amended; provided, however, that no amendment to the by-law shall be made until it has been presented by signed petition addressed to and submitted to the Personnel Board. Upon receipt of such written petition, the Board, after giving the petitioners, the heads of departments and employees affected at least three (3) days written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the Personnel Board shall fail to act on an amendment so presented within fifteen (15) days after the hearing thereon, the Personnel Board shall be deemed to have disapproved the amendment. The petition may then be presented to the Town Meeting for consideration and action, if so desired. The Personnel Board may of its own motion after a similar hearing of or conference with the parties interested propose an amendment to the by-law.

10 Vacation Leave for Permanent Employees

a. All employees who have been employed for one (1) full year of continuous full-time employment as of July 1st of any year, shall be entitled to ten (10) working days of vacation with pay. An employee who has worked less than one (1) year as of July 1st will be entitled to one (1) day of vacation for each month worked, but not to exceed five (5) working days. Employees with five (5) years of continuous full-time employment as of July 1st in any year shall be entitled to fifteen (15) days of vacation. Employees with ten (10) years of continuous full-time employment as of July 1st in any year shall be entitled to twenty (20) days of vacation. T.M. 10/17/77

b. Vacation time accrued as of July 1st of each year shall be taken in the twelve (12) month period thereafter, and will not be carried beyond June 30th of the following year. T.M. 10/17/77

c. All vacations shall be scheduled by the department heads at such time as will best serve the public interest, but the employee shall have the right to take his vacation between May 15 and September 15 of each year.

d. Preference of vacation periods shall be given on the basis of seniority whenever possible, and shall be scheduled as follows:

1. Employees so entitled may take between one (1) to ten (10) consecutive days of vacation.
2. Selection of the eleventh (11th) to fifteenth (15th) days of vacation shall be deferred until the initial ten (10) day selection of other employees.
3. Selection of the sixteenth (16th) to twentieth (20th) days of vacation shall be deferred until the initial ten (10) day selection and eleventh (11th) to fifteenth (15th) day selection of other employees.

T.M. 10/17/77

e. Upon the death of an employee, payment shall be made in an amount equal to the vacation allowance earned as of the preceding July 1st and not taken, and a further allowance of one (1) day for each month accrued since July 1st, subject to the limitations of the first paragraph of this article.

The department head, with the approval of the Town Accountant, will authorize payment in the following order of precedence:

1. To the surviving beneficiary or beneficiaries, if any, lawfully designated under the Essex County Retirement System.
2. If there be no such designated beneficiary, to the estate of the deceased.

T.M. 10/17/77

f. Persons who resign after giving two (2) weeks notice, or whose services are terminated by dismissal except for cause, shall be paid for vacation time accrued as of the date of resignation or dismissal. Persons who enter military service for a period of not less than six (6) months shall be paid for accrued vacation.

g. Persons who are dismissed for cause or who resign without two (2) weeks notice shall forfeit accrued vacation

h. When a paid holiday occurs during an employee's vacation, he shall either receive holiday pay or shall be entitled to a day's vacation at a time approved by the appropriate department head. S.T.M. 6/12/72

11. Vacation Leave for Permanent Part-time Employees

Part-time employees shall be entitled to vacation leave in the ratio that their part-time employment bears to full-time employment.

12. Vacation Leave for Temporary Employees

Vacation leave with pay shall not be granted to temporary employees who do not within a period of one (1) year become permanent full-time or part-time employees.

13. Sick Leave

a. Persons employed on a permanent full-time basis after 120 calendar days will be allowed sick leave with pay on the basis of one and one-quarter (1¼) working days for each month of service (15 days per year). Sick leave not used in any year may be accumulated, not to exceed 120 working days in the aggregate. A.T.M. 4/30/73

New employees will be credited with such sick leave that may have been earned for the first 120 days of employment at the completion of said 120 days. A.T.M. 3/8/71

Persons employed on a permanent part-time basis after eighty (80) days actually worked shall be allowed sick leave with pay on the basis of one (1) part-time day for each twenty (20) days actually worked. Sick leave not used in any year may be accumulated not to exceed sixty (60) part-time working days in the aggregate.

b. Accrued sick leave will be determined from attendance records since January 1, 1957. Upon termination of employment, employees shall not be entitled to any direct or indirect payment for unused sick leave.

c. Sick leave will be granted to employees only under the following conditions:

1. When incapacitated by sickness or injury.
2. When, because of exposure to contagious disease, the presence of the person at work would jeopardize the health of others.

d. With the department head's approval, vacation time may be converted to sick leave if no sick leave time is available.

e. A medical certificate may be required as proof of sickness, injury or exposure to contagious disease. Failure to report absence promptly or to obtain a required certificate within seven (7) calendar days after request will provide the department head with sufficient reason for disapproving a sick leave request.

f. If any employee is injured while performing his/her duty, and such accident is covered by Workers' Compensation, he/she shall receive sick leave up to the extent of his/her credits until payment under Workers' Compensation Law begins. In addition, he/she may use accrued sick leave to satisfy the difference between Compensation payments and his/her regular salary. Any absence resulting from such

injury that is in excess of available sick leave or vacation credits shall be deemed leave of absence without pay

g. Traffic supervisors shall be allowed one (1) working day of sick leave for each month of service not to exceed seven (7) working days per year.

h. No sick leave will be granted to temporary employees.

i. Unauthorized absence or abuse of sick leave shall be grounds for disciplinary action by the Town up to discharge of the employee.

j. A regular full-time employee who does not use any sick leave during a particular calendar quarter (January 1 through March 30, April 1 through June 30, July 1 through September 30, or October 1 through December 31) shall be granted one (1) day of personal leave provided the employee had used no more than six (6) days of sick leave during the twelve (12) month period that preceded the commencement of the calendar quarter.

14. Funeral Leave

In case of death in the immediate family (husband, wife, children, parents, stepparents grandparents, brothers, sisters, mothers-in-law, fathers-in-law) employees will be given up to three (3) calendar days in each instance without loss of pay. Such funeral leave shall extend to one day after the funeral.

15. Personal Leave

Regular full-time employees excluding temporary employees shall be entitled to be absent from work for three (3) days per fiscal year without loss of their regular straight time pay to attend to personal business.

Such absence shall be requested of the Department Head not later than three (3) working days in advance of its occurrence. The scheduling of such absence for personal business shall be at the reasonable discretion of the Department Head. Such personal day shall not be used to extend vacations.

16. Holidays

a. Regular full-time employees shall receive their regular straight time pay for the following legal holidays falling on a regular day of work. The Holidays are:

January 1st
Martin Luther King Day
Presidents' Day
Patriots' Day
Memorial Day
July 4th
Labor Day
Columbus Day
November 11th

Thanksgiving Day
Day after Thanksgiving
½ day before Christmas
Christmas Day

To be eligible for such holiday pay, an employee shall have worked or have satisfactorily presented himself for work, on the regularly scheduled work day before the holiday, and the first one (1) after it unless absence on either or both days is approved by the Department Head.

b. If required to work on a holiday enumerated above, exclusive of the day after Thanksgiving, an employee who is not exempt from the Fair Labor Standards Act shall receive, in addition to regular holiday pay, time and one-half (1½) for hours worked. The day after Thanksgiving is a non-premium holiday and such an employee if required to work would receive, in addition to regular holiday pay, straight time for hours worked.

c. Traffic supervisors will receive regular straight time pay for school holidays.

d. When a holiday under paragraph "a." falls on a Saturday, the Friday immediately preceding shall be observed and when it falls on a Sunday, the Monday immediately following shall be observed.

16A. Discretion

Upon hiring an individual into a Department Head or administrative position the Personnel Board may, in appropriate situations, elect to provide the individual with a greater leave entitlement than would be required under the previous subsections.

The Personnel Board shall create and maintain additional personnel policies which may grant employees additional rights, but this by-law shall serve as a protective minimum.

17. Regular Military Service – Re-employment

Leaves without pay shall be granted to permanent full-time and part-time employees, excluding temporary employees, who enter military service in accordance with the provisions of the Acts of 1941, Section 708 as amended (Appendix to General Laws (Ter. Ed.) Chapter 33) for the duration of a single enlistment which, except for a national emergency as declared by the President of the United States will not exceed four (4) years.

17A. Military Training Leave

Any member of the Reserve Forces of the United States who, in order to receive military training not exceeding 17 days in any one calendar year leaves a position of regular full-time employment with any Town department and who first shall give notice to his or her department head of the date of departure and date of return for the purpose of military training, and who shall give evidence to his or her department head of the

satisfactory completion of such training immediately thereafter shall be entitled to treat such time of absence for military training as Military Leave time and be compensated therefor by the Town in an amount equivalent to the difference between his or her normal rate of pay from the Town and the base pay received by him or her from his or her reserve unit. Such employee shall provide evidence satisfactory to his or her department head of the base pay he or she received from said reserve unit during said period of time. The employee's absence for military training shall not affect the employee's right to receive normal vacation, sick leave, advancement and other advantages of his or her employment normally to be anticipated in the employee's particular position. In lieu of Military Leave time and compensation therefor as provided above, the employee shall be entitled to treat such time of absence for military training as part or all of the vacation time to which he or she is entitled and be paid in full for said time upon request prior to departure, notice of date of departure and date of return for the purpose of military training being first given by the employee to his or her department head

18. Privately-owned Automobiles

a. When use of a person's private car is necessary, and has been authorized by the head of the department, the approved mileage rate as established from time to time by the Board of Selectmen will be allowed.

b. Reimbursement for travel by private car will require a voucher showing the purpose of the trip, the point of origin, and the point of destination and the number of miles traveled.

c. Reimbursement for travel in any manner other than as provided in subsection a. above shall require the approval of the Personnel Board and the Finance Committee of a lump sum payment for travel and/or transportation in lieu of reimbursement on a mileage basis. A.T.M. 3/8/71

19. Meals

Except as otherwise stated by the statute, all full-time employees shall be reimbursed for meals when on full travel status, which is defined as being temporarily absent from their homes on assignment to duty for more than twenty-four (24) continuous hours. When travel status begins before 6:00 a.m., the person will be entitled to breakfast, mid-day and evening meals. When travel status begins between 6:00 a.m. and noon the person will be entitled to mid-day and evening meals. When travel status begins between noon and evening, the person will be entitled to the evening meal. Notwithstanding the above, all employees who attend conferences of municipal officers or employees which pertain to the employee's duties shall be reimbursed any necessary expenses of attending the same.

Reimbursement shall be allowed for actual meal expenses tips' not to exceed reasonable levels as approved from time of Selectmen. A.T.M. 4/29/74

20. Physical Examinations

General physical qualifications for employment by the Town may be prescribed by the Board of Selectmen. Additional special physical qualifications for a particular position may be prescribed by the officer or board having authority to employ to fill that position subject to the approval of the Board of selectmen. This section shall not apply to elected officers or those members of departments who have passed civil service examinations, or emergency employees.

- a. Every person hereafter employed by the Town except
 1. Elected officials or
 2. Those members of departments who have passed a physical examination by the Civil Service Commission or
 3. Employees of the School Department

Shall first be certified by a physician approved by the Board of Selectmen, as physically fit and without congenital or chronic disease or disability that might interfere with reasonable continuous performance of the duties of the position.

This section shall also apply to occasional or substitute employees. With respect to such employees, however, the Selectmen may waive the requirement of a physical examination in the discretion of the Selectmen upon receipt by the Selectmen of acceptable evidence that the employee is physically qualified for the employment. The applicant must conform to the particular physical requirements, if any, of the position, if there are any such in force.

b. The reasonable cost of all examinations under this section shall be paid by the Town department to which the application for employment is made or from any special account of the Town established for this purpose.

c. The examiner shall be furnished with a statement describing the duties to be performed by the applicant. The medical findings of the examination shall be recorded on a prescribed form and the details shall, subject to the provisions hereof, be confidential to the applicant, and the examiner. The form shall be deposited with the Board of Selectmen for safe-keeping, the contents subject to future reference only by a physician approved by the Board of Selectmen

d. The examiner may request clinical consultation or laboratory work beyond that specified in the examination form, if in his opinion such information is necessary or advisable.

e. A reasonable interval shall be allowed between the time of examination and certification or rejection for the purpose of allowing the applicant to effect such correction as would make him employable.

f. The Board of Selectmen shall notify the applicant in receipt of the writing of the examiner's findings and their action thereon

g. No change in employment to a position for which more exacting physical standards may be prescribed shall be made without re-examination and certification of applicable physical qualifications.

21. Civil Service Law

Nothing in this by-law, or in the Classification of Employment, shall be construed to conflict with Chapter 31 of the General Laws.

22. Severability

In the event that any provision of this bylaw or application thereof, shall be held to be invalid, this shall not be construed to affect the validity of any other provision, or application thereof, of this bylaw. (By-Law) A.T.M. 3/10/69

23. Additional Compensation for Assessors

Any assessor who has completed the necessary courses of study and training and has been awarded a certificate by the Association of Massachusetts Assessors as a certified Massachusetts Assessor, (C.M.A.) shall receive as compensation in addition to any regular compensation received as an assessor, the amount of Three Hundred Dollars (\$300.00) per year, provided, however, that such additional compensation shall not be a part of the base upon which any cost of living adjustment shall be calculated. A.T.M. 4/28/75

Or what action it will take thereon.

Submitted by PETITION

ARTICLE 8. To see if the Town will adopt the following:

“Residents in the vicinity of Sparhawk Drive Lynnfield Mass. Request to have the intersection of Sparhawk Drive and Walnut Street closed due to constant cut-thru traffic and U-turns. This has caused a public safety issue. To see if the Town will vote to abandon the public way at the corner of Sparhawk Drive and Walnut Street,”

or what action it will take thereon.

Submitted by PETITION

ARTICLE 9. To see if the Town will vote to authorize the Board of Selectmen to sell by sealed bid the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed by deed dated December 28, 2007 and recorded with the Essex South District Registry of Deeds at Book 27459, Page 242 to Denault M. Donovan, Charles S. Donovan and Ailis F. Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres on such terms and conditions as the Selectmen deem prudent; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer a sum of money for repairing various pre-existing drainage pipes and systems located under the new high school turf fields; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 11. To see if the Town will vote to authorize the Board of Selectmen to make application to the State Division of Conservation Services for a grant through the Parkland Acquisitions and Renovations for Communities (PARC) grant program under 301 CMR 5.00; and accept a PARC Grant that may be awarded to the Town by the State Division of Conservation Services; and to raise and appropriate, transfer or borrow the sum of \$740,800 to defray 100% of all of the project costs of renovating and redeveloping Jordan Park, contingent upon the award of a PARC Grant to the Town by the State Division of Conservation Services for reimbursement of up to 56% of all project costs; and to dedicate Jordan Park to park and recreation purposes under G.L. Ch. 45, Sec. 3; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 12. To see if the Town will vote to amend Section 9.5.6 of the Zoning Bylaws [**Planned Village Development District (PVDD) Prohibited Uses or Activities**] by adding to the end thereof:

- 15. Adult uses as defined in Section 8.5.2 Adult Uses Definitions and
- 16. Medical Marijuana facilities as defined Section 8.7.3 Medical Marijuana Definitions

or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 13. To see if the town will vote to amend the Zoning Bylaws as follows:

Section 8 SPECIAL PERMITS

Section 8.5 Adult Uses

8.5.3.2 Location

By adding before the existing paragraph a separate paragraph:

An adult use may be located only within the Commercial District within the Town.

or what action it will take thereon

Submitted by PLANNING BOARD

ARTICLE 14. To see if the town will vote to amend the Zoning Bylaws as follows:

Delete Section 11.2, Existing Buildings, #3

Delete Section 9.4 Wireless Communication District

Add a new section under “8. Special Permits”, 8.7 Siting of Radio Telecommunications Facilities as follows;

Add a new section under “7.4 Site Plan”, 7.4a Additional Requirements for Personal Wireless Service Facilities (PWSF) as follows;

Amend Section 2 Definitions as follows;

8.7 SITING OF RADIO TELECOMMUNICATIONS FACILITIES

8.7.1 Preface

Although not a regulating part of the Section the preface serves to illustrate the limitations that the Town must operate under when reviewing an application.

The Federal Telecommunications Act of 1996, 47 U.S.C. § 332 (the "TCA") significantly limits the ability of state and local authority to apply zoning regulations to wireless telecommunications.

Under the TCA, the power of local governmental authorities to regulate the placement, construction and modification of personal wireless services is tempered by the proviso that such regulation shall neither discriminate among providers of personal wireless service nor prohibit, or have the effect of prohibiting, the provision of personal wireless service. For example the denial of an individual permit could amount to a prohibition of service if the service could only be provided from a particular site.

The TCA does grant local authorities the first say in determining where and how to construct personal wireless services provided that said review is acted upon “within a reasonable period of time” 47 U.S.C. § 332(7)(B)(ii). However, if a local authority's actions violate the provisions of the TCA or denies a request the court has the authority to grant the wireless provider its original request, 47 U.S.C. § 332(7)(B)(iii).

The TCA closed the door on any Radio Frequency emissions arguments; no local government may regulate the placement, construction, and modification of personal wireless service facilities on the basis of the environmental effects of radio frequency emissions to the extent that such facilities comply with the FCC regulations, 47 U.S.C. § 332(7)(B)(iv).

The Middle Class Tax Relief and Job Creation Act of 2012, section 6409, states that local government may not deny, and shall approve, any eligible facilities request for a

modification of an existing wireless tower or base station that does not substantially change the physical dimensions of such tower or base station.

8.7.2 Purpose

The purpose of the Bylaw is to establish general guidelines for the siting of Radio Telecommunication Facilities, (RTF). The goal of the Bylaw is,

1. To enable RTFs to benefit the people of Lynnfield.
2. To minimize the total number of RTF towers throughout the community.
3. To ensure that the benefits of RTFs outweigh potential detrimental impacts on the Town's scenic and historic assets, safety, health, environment, general welfare, values and quality of life.
4. To make all RTF locations available for local municipal agencies use where feasible.
5. To encourage the location of Personal Wireless Service Facility (PWSF) towers on municipal, general business, commercial, or limited industrial zoned land.
6. To encourage owners of PWSF towers to locate them, to the extent possible, in areas where the adverse impacts on adjacent properties of the community is minimal.
7. To require, when technically possible, the co-location of new and existing PWSFs.

8.7.3 Scope of Authority.

Pursuant to the purposes stated in the Zoning Bylaw the Town will exercise its bylaw authority within the following scope:

To ensure that RTF's comply with local, state and federal regulations.

To ensure that the location, height and design of RTFs are subject to a public review process.

8.7.4 Special Permit Granting Authority (SPGA)

The Special Permit Granting Authority (SPGA) shall be the Zoning Board of Appeals (the "Board").

8.7.4.1 Location

The Siting of RTF's is applicable to all zoning districts throughout the Town.

8.7.5 Personal Wireless Service Facilities (PWSFs)

8.7.5.1 Applicability

A PWSF may be erected, installed or modified upon issuance of a special permit in compliance with the provisions of the bylaw, whether the PWSF is considered a principal use or an accessory use.

8.7.5.2 Exemptions

- 1 A PWSF is exempt from the special permit requirement if it is an Indoor RTF, including but not limited to internet-connected “femtocells,” distributed antenna systems, and bi-directional amplification systems.
- 2 An Eligible Facilities Request for a modification is exempt, however an updated Site Plan shall be required by the SPGA
3. Antennae and directly related facilities used exclusively for communication for the purpose of federally licensed amateur radio operators shall be exempt.

8.7.5.3 PWSF Preference Installation Types

The following list of PWSF Installation Types is presented in order of preference hence forming a hierarchy structure.

8.7.5.3.1 First Preference Type (highest)

PWSF located on existing conforming structures, as permitted in the underlying districts. Panels, antennae and associated equipment may be approved as accessory uses. The intent of the First Preference Type is to allow such facilities to be located in or on structures appropriately screened and/or camouflaged pursuant to this Section 8.7. When possible the facility shall be mounted inside an existing structure, modification of a structure may be permitted.

For example, but not limited to, a church steeple which is 20 feet in height then rises 50 feet as a thin spiral tube (antenna), would not be considered an acceptable permitted structure, it is an attempt to skirt around the Section.

8.7.5.3.2 Second Preference Type

The following PWSF Installation Types are of equal preference to one another, and collectively are subordinate to the First Preference:

Collocation. A PWSF may employ Site-Sharing with an existing PWSF or Collocate on an existing structure, to the extent that such is found by the SPGA to be consistent with the purposes and standards established in the bylaw.

Existing Utility Infrastructure. A PWSF may Collocate on existing utility infrastructure such as transmission lines, utility poles or streetlights using unobtrusive architectures such as Distributed Antenna Systems

(DAS). With respect to the use of utility poles, collocation on existing utility poles (and replacements thereof) is preferred above the installation of new utility poles in public ways. In neighborhoods with underground utilities, pole-mounted PWSF on existing utility infrastructure are discouraged in favor of less visually obtrusive alternatives, such as placing a small antenna installation on existing utility poles on a nearby street.

Other Implementations. A PWSF may be located using innovative alternatives that are in keeping with the purpose and intent of the Bylaw provided the SPGA determines that such is an acceptable second preference and does not rise to a Third Preference.

8.7.5.3.3 Third Preference Type:

Antenna Tower. A PWSF which requires the construction of a new Antenna Tower are least on the order of preference. When nothing else meets the needs specified by the Telecommunications Act of 1996 only free standing monopoles, with associated antennae and/or panels, shall be allowed as specified below. Lattice style towers and similar facilities requiring three or more legs and/or guy wires for support are not allowed.

8.7.5.3.4 Waiver of Preferences

The SPGA may waive the preference orders designated for siting and types of PWSF pursuant to Other Implementations upon a written finding that the siting at a location of lesser preference, or the installation of a PWSF type of lesser preference, would achieve a similar coverage result consistent with the purposes of the bylaw.

8.7.5.4 *General*

8.7.5.4.1 Use

PWSFs shall only be employed for the purpose of delivering PWS to subscriber devices or supporting public safety communications, and shall not be used for storage, office, manufacturing, repair, or other activities, unless separately permitted in the underlying district.

PWSF which includes, but are not limited to, monopoles, satellite dish(es) over three (3) feet in diameter or antenna, shall only be erected or installed if in compliance with the provisions as set forth herein.

Whenever possible, PWSF shall be located in non-residential zoning districts and shall be suitably screened from abutting and residential neighborhoods.

Any proposed construction of a replacement PWSF facility that substantially changes the physical dimensions, such as but not limited to an extension in the height, shall be subject to a new application for a permit.

An undertaking shall be required, secured by a BOND appropriate in form and amount for removal of the PWSF within 6 months of cessation of operation of

said facility or such other activity which may be appropriate to prevent the structures from becoming a nuisance or aesthetic blight.

8.7.5.4.2 Demonstration of Need.

Needs are relative to the Town of Lynnfield's geographic area and 0.25 mile outside the Town limits, "Coverage Area".

Need for Service. The Applicant must demonstrate the service objectives in Lynnfield that the proposed PWSF will address in whole or in part. Such demonstration shall include:

- .a written evidence including technical documentation demonstrating that there is a substantial deficiency in the Applicant's provision of service to Lynnfield, a coverage gap.
- .b detailed information about all existing and pending PWSFs and their associated coverage maps;
- .c information about terrain, vegetation and land use within the proposed coverage area that results in the deficiency;
- .d network performance factors; and
- .e other information relevant to the Applicant's service objectives, or as may be required by the SPGA.

Need for Location. The Applicant must provide substantial written evidence including documentation showing how the improved service could not be substantially provided by utilizing one or more locations of higher preference as described in Section "PWSF Installation Types" or, alternatively, as described in Section "PWSF Installation Types - Waiver of Preferences"

Additionally for a "Third Preference Type" the following information shall be prepared by one or more professional engineers for the Coverage Area.

(a) Describe the capacity of the facility, the number and type of panels, antenna and/or transmitter /receivers that it can accommodate and the basis for these calculations. The applicant shall provide information concerning the foreseeable industry growth needs for the facility's use for the succeeding ten (10) years.

(b) Demonstrate that no existing facility can accommodate the applicants proposed facility. Evidence submitted to demonstrate such shall consist of the following:

(i) No existing facility is located within the coverage area, which can meet the applicant's engineering requirements.

(ii) Existing facilities are not of sufficient height to meet the applicant's engineering requirements.

(iii) Existing facilities do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.

(iv) Fees, costs, or contractual provisions required by an owner in order to share an existing facility or to adapt an existing facility for sharing are determined to be unreasonable. The total cost to construct a new independent facility, which meets the requirements of the section, is presumed to be unreasonable.

(v) Other limiting factors that render existing facilities unsuitable.

(c) Provide an alternative analysis that considers the tradeoffs between Preference Types, location, height, capacity, number, separations, and economic factors of the proposed facility.

(e) Provide an inventory of existing facilities that are within the coverage area. Said inventory shall include information about the location, height, design, and capacity of each facility.

(f) Co-location PWSF shall be designed to accommodate the maximum number of providers technologically practical and such maximum number specified. The intent of the requirement is to reduce the number of antennas, which will be required to be located within the coverage area.

8.7.5.4.3 Availability of Alternatives.

The SPGA may require the Applicant to consider specific potential alternatives at any level of the hierarchy in Section "PWSF Installation Types" if the SPGA determines that such locations may better achieve the purposes established in the bylaw.

8.7.5.4.4

8.7.5.4.5 Height and Setbacks.

Height of an Antenna Tower & Antenna shall be measured from ground level at the base of that item regardless of location of base.

PWSF Non-Residential.

PWSFs in PWSF Non-Residential locations may exceed the height limit of the underlying district, whether attached to existing structures or mounted on new Antenna Towers, subject to the following criteria:

Non Residential Height.

1. New Antenna Towers in PWSF Non-Residential locations are limited to the minimum height necessary to accommodate the anticipated and future use but in no case above 100 feet. in height.

2. Subject to the following findings, and such findings as required for issuance of a waiver pursuant to Section PWSF Preference Installation Types - Waiver of Preferences, the SPGA may approve a PWSF Antenna Tower at a height up to 150 feet in height upon a written finding that:

Such greater height is more consistent with the purposes established by the bylaw than a lesser height;

The PWSF Antenna Tower is at least 1.5 times its height from the nearest residential property line;

The PWSF Antenna Tower is at least 1.0 times its height from the property line of the parcel it resides upon; and

The PWSF is screened from view to residential buildings, public or private ways, and public or private conservation land by existing terrain, vegetation, camouflage and/or development.

Non-Residential Setbacks.

1. PWSFs must satisfy the property line setbacks of the underlying district.

2. PWSF Antenna Towers that are greater than the height limit of the underlying district shall be set back from all parcels in residential districts by a minimum of 1.5 times the height, including appurtenances.

3. On existing structures, PWSF Antenna Towers that are greater than 15 feet above the height of the structure shall be set back from all parcels in residential districts by a factor of 1.5 times the height, including appurtenances.

PWSF Residential:

PWSFs in PWSF Residential locations may exceed the height limit of the underlying district, whether attached to existing structures or mounted on new Antenna Towers, subject to the following criteria:

Residential Height.

1. New Antenna Towers in PWSF Residential locations are limited to:

Sixty feet above ground in areas where there is no significant tree cover; or

Ten feet above the average existing tree cover within a 150 foot radius; or

Such lesser height that the SPGA finds is appropriate for the site of the PWSF based on the purposes and standards established in the bylaw.

2. Subject to the following findings, and such findings as required for issuance of a waiver pursuant to Section PWSF Preference Installation Types - Waiver of Preferences, the SPGA may approve a PWSF Antenna Tower at a height of between 60 feet and 150 feet upon a finding that:

the location of the Antenna Tower is visually remote from surrounding residential uses; and

such height increase is consistent with the purposes and standards established in the bylaw.

Residential Setbacks.

1. PWSFs must satisfy the property line setbacks of the underlying district.
2. PWSF Antenna Towers that are greater than the height limit of the underlying district shall be set back from all parcels in residential districts by a factor of 1.5 times the height above ground of the Antenna Tower, including appurtenances.
3. On existing structures, PWSF Antenna Towers that are greater than 12 feet above the height of the structure shall be set back from all parcels in residential districts by a factor of 1.5 times the height above ground of the tower, including appurtenances.

Additional Required Setbacks.

In all districts, PWSFs shall be placed no closer than 3 times the height of the Antenna Tower to an existing Dwelling, School, Child Care Facility, Nursing or Convalescent Home, or an Assisted Living Facility.

8.7.5.4.7 Special Permits Criteria.

In addition to the standards of this Section the SPGA shall review the Special Permit application for compliance with the Zoning Bylaw Section "Site Plan Approval" which is part of the required application material.

8.7.5.5 Application Procedures.

The Application Phase of the process begins with the receipt by the SPGA of a complete application including all material required by the Zoning Bylaw and any applicable regulations.

Timing.

The application procedures for a Special Permit or for those only requiring a Site Plan shall follow the procedures as specified in MGL c40A s9

Completeness Review.

Within 30 days of receipt, the SPGA or its designee shall review the application for consistency and completeness with respect to the Application Requirements in

the bylaw and any applicable regulations and shall notify the Applicant in writing of any deficiency in the completeness of the application.

Final Action.

The SPGA shall take regulatory notice of the Federal Communications Commission (FCC) presumption that the final action of the SPGA on a new Antenna Tower should take no more than 150 days from the date of receipt of the completed application, and that final action on a Collocation or Site Sharing application should take no more than 90 days from the date of receipt of the completed application except upon written extension of these timelines by mutual agreement between the SPGA and the Applicant.

Modification to Existing PWSF.

A modification of an existing Special Permit and/or a new Special Permit is required for any change in the facility that would be visible from an adjacent property boundary, including but not limited to an increase in height, bulk, surface area presented to one or more viewpoints, size or quantity of any exterior elements of an individually permitted PWSF, including without limitation, additions or changes to outdoor equipment or antennas. Said modifications are exclusive of those classified under an Eligible Facilities Request.

Site Plan Review.

Nothing in this section is intended to exempt PWSF from the requirement to receive Site Plan Approval as described elsewhere in the Zoning Bylaw.

Consultant Review.

When considering an application, new or modification, for a PWSF, the SPGA may determine the need for the assistance of a consultant expert in matters involving the placement (which includes coverage area), construction, and/or modification of PWSFs to review applicants compliance with ALL requirements of the Zoning Bylaw and the Telecommunications Act of 1996, at the Applicant's expense pursuant to G.L. c. 44 s. 53G. To make the most productive use of the limited time authorized by the FCC to hear the application, the SPGA may at its discretion engage a consultant immediately upon receipt of an application.

8.7.5.6 Decision

The Decision along with the applicable site plan shall be in writing and dated. A copy of all material shall also be filed with the Zoning Enforcement Officer.

The Special Permit shall lapse within two (2) years unless substantial use or construction has commenced as specified in MGL c40A s9.

8.7.5.6.1 Required Findings.

To approve a Special Permit for a PWSF, the SPGA must make the following findings:

Note; some findings may require certification by an appropriate engineer with verification from the SPGA' Consultant.

- .1 That the Applicant or co-Applicant has:

- .a demonstrated that it has sufficient leasehold or other legal interest in the proposed site to construct the PWSF;
- .b provided a written assent to the Town that the Applicant will allow Site-Sharing, to the extent reasonably practicable in a nondiscriminatory manner;
- .2 That the proposed PWSF (with conditions, if applicable):
 - .a is compatible with Lynnfield's character and is designed and screened in a manner that is sensitive to the surrounding neighborhood as well as the community at large;
 - .b protects adjacent properties from unreasonable risks of PWSFs, to the extent permitted by law, including without limitation excessive noise levels, falling objects, fuel spills, and attractive nuisance;
 - .c if the proposed PWSF will Site-Share with an existing PWSF(s), that such Site Sharing is found by the SPGA to be consistent with the purposes established in this bylaw;
 - .d conforms with the PWSF Location and PWSF Installation preferences of Section "PWSF Preference Installation Types" to conform with the purposes established in the bylaw;
 - .e if proposed as a new Antenna Tower, the Applicant has documented that no combination of one or more alternative Collocations and/or Site Sharing can:
 - .1 substantially satisfy the Applicant's coverage objectives; and
 - .2 present a substantially less detrimental impact on Lynnfield.
 and documented that a higher Preference Type can not satisfy the Applicant's coverage.
 - .f satisfies the Purposes established by the Zoning Bylaw and, without limitation, the specific requirements and guidelines established in the bylaw; and
 - .g if applicable, that:
 - .1 Existing vegetation will be preserved or improved, and disturbance of the existing topography has been minimized; or
 - .2 Proposed manipulation of vegetation and disturbance of topography results in a lesser visual impact.

8.7.5.6.2 Form of Decision.

The SPGA may approve, approve with conditions, or deny an application. The Decision of the SPGA shall be timely, in writing, and based upon substantial evidence in the written record.

Approval

Any approved Special Permit shall authorize specific PWS provider(s) and specific wireless service(s) to be operated by the Applicant(s) at the Antenna height(s) or positions specified in the application or approval document.

Approval with Conditions.

The SPGA may impose conditions as deemed necessary to protect the interests of the neighborhood in which a PWSF is located.

Every Permit shall be conditioned upon a requirement that the PWSF owner shall make available to a number of other telecommunications companies use of the facility equal to the number determined to be the maximum number technologically practical under Section "Co-location" on commercially reasonable rates and terms, which take into consideration the cost of the facility. The proposed rates and terms shall show plainly all requisite detail fully to explain the basis of such charges and terms; in the event of disagreement between the Permit holder and the proposed lessee, the matter shall be submitted for resolution to the Massachusetts Department of Energy and Telecommunications ("DTE") pursuant to 220 CMR 5.00, as amended, and any other applicable law and compliance with the decision of the DTE shall be compliance with this provision of this Bylaw.

For any condition that the SPGA establishes with reporting or monitoring requirements, including without limitation noise or radio frequency emissions, the SPGA shall seek the advice of an expert in the relevant field pursuant to Section "Consultant Review" to identify the least burdensome protocol that is consistent with a legitimate public purpose identified by the SPGA.

Denial

Any denial shall be in writing and supported by substantial evidence

A denial if the petitioner does not fulfill or address the requirements of these regulations to the satisfaction of the Board may also be cause.

8.7.5.6.3 Waivers.

The SPGA may at its discretion authorize waivers in the Special Permit Approval with respect to the order of "Preference Types" and any dimensional or other requirements of Section "Height and Setbacks" upon a written finding that such waiver will achieve better results consistent with the purposes and standards established in this Section "Personal Wireless Service Facilities (PWSFs)"

8.7.5.6.4 Removal of Abandoned Antenna Towers and PWSFs.

Any PWSF Antenna Tower, PWSF Communications Device, or PWSF, that is not operated for a continuous period of six (6) months shall be considered abandoned.

The owner of said Antenna Tower, Communications Device, or PWSF shall remove same within ninety (90) days of receipt of notice from the Town notifying the owner of such abandonment. If such Antenna Tower, Communications Device, or PWSF is not removed within said ninety (90) days, the Town may cause such to be removed at the joint and several expense of the said owner and the owner of the lot on which such structure is located.

For a site with two or more users said removal is limited to the user(s) that are considered abandoned. Additionally for these multi user sites the height may be reduced to that required by the remaining user(s). If the permit holder for the tower ceases operation, the remaining users may be required to apply for a new Special Permit.

8.7.6 Severability

Every provision of the section is intended to be severable, and the invalidity or illegality of any portion of said section shall not affect the validity or legality of the remainder hereof but shall remain in full force.

Add a new section under “7.4 Site Plan”, 7.4a Additional Requirements for PWSF as follows;

7.4a Additional Requirements for PWSF

When reviewing the construction, erection, installation and/or placement of a PWSF the SPGA, in addition to the requirements of 7.4 “Site Plan Approval” shall also be based upon the following visual guidelines:

Concealment. To the maximum extent practicable, PWSFs shall conceal equipment, cables, and antennas within architectural surfaces that are ordinary and consistent with the context of the PWSFs Lynnfield environs, such as steeples, concealed-antenna monopoles, flagpoles, smokestacks, faux chimneys and cupolas.

Screening, Camouflage and Landscaping. Wherever possible, PWSF shall be sited so as to minimize the visibility of such devices from adjacent property and shall be screened from abutters in residential neighborhoods. Where elements of a PWSF will be visible to residential parcels and public or private ways, PWSFs shall employ screening and/or camouflage methods that are consistent with the context of the surrounding area such as fencing, vegetation, and paint color or patterns to match underlying surfaces in order to mitigate any undesirable visual bulk and distraction. Installation of free-standing PWSF shall minimize the removal of trees and other existing vegetation.

Scale. The visual characteristics of a PWSF shall be minimized with respect to scale, such as a dominant or looming visual experience,

disproportion to the site and its surroundings, or undesirable shadowing impacts.

Color. Free-standing, wall mounted and roof-mounted devices may be required to be painted or otherwise colored or finished in a manner which aesthetically minimizes the visual bulk of the devices to the surrounding landscape or on the building or structure to which they are attached.

Signs. There shall be no advertising permitted on or in the vicinity of PWSF. There shall only be a sign not exceeding four square feet in area at each PWSF which shall display a phone number where the person responsible for the maintenance of the PWSF may be reached on a 24 hour basis.

Lighting. Night lighting of towers shall be prohibited unless required by the Federal Aviation Administration or other State or Federal agencies having jurisdiction of the same. Outdoor lighting of PWSFs shall be limited to that which is necessary for security and temporary maintenance at the discretion of the SPGA.

Maintenance. The visual characteristics of a PWSF shall be maintained, repaired and replaced as necessary and as an ongoing condition of compliance to retain the characteristics approved by issuance of a special permit.

Parking. There shall be a minimum of one (1) parking space for each facility, to be used in connection with the maintenance of the site, and not to be used for the permanent storage of vehicles or other equipment.

Prohibitions. The following are specifically prohibited:

Lattice style Antenna Towers and facilities requiring three or more legs and/or guy wires for support; and

Fences utilizing razor wire or barbed wire or similar wire types.

Every provision of the section is intended to be severable, and the invalidity or illegality of any portion of said section shall not affect the validity or legality of the remainder hereof but shall remain in full force.

Section 2 DEFINITIONS

Delete in present Zoning Bylaw the following definitions;

2.12 Wireless Communication Facility

2.13 Wireless Communication Services

2.14 Facade-Mount Antennas

Add the following to Definitions;

Amateur Radio Service: That category of Radio Telecommunication that is regulated under 47 CFR §97 as defined in §97.3(a)(4): "A radio communication service for the

purpose of self-training, intercommunication and technical investigations carried out by amateurs, that is, duly authorized persons interested in radio technique solely with a personal aim and without pecuniary interest.”

Antenna: A device that includes conductive surfaces that transmit and/or receive Radio Telecommunications. Examples of Antenna types include dish, panel, vertical (e.g. “whip” and “collinear”), horizontal (e.g. “beam,” “yagi” and “log-periodic”).

Antenna Tower: A Tower that is constructed for the primary purpose of supporting one or more Antennas.

Co-location, collocation: “The mounting or installation of an antenna on an existing tower, building or structure for the purpose of transmitting and/or receiving radio frequency signals for communication purposes.” (Source: Nationwide Programmatic Agreement for the Collocation of Wireless Antennas, FCC et al, 2001).

Concealed Antenna Monopole: A Monopole that fully contains Antennae and cables concealed within its tubular outer surface.

Earth Station: An RTF that communicates using man-made or natural satellites by transmitting and/or receiving Radio Telecommunication with the aid of such satellites, provided that any RTF that may otherwise qualify as both an Earth Station and either an Amateur Radio Service or a Subscriber Antenna, shall not be regulated as an Earth Station under the Bylaw.

Eligible Facilities Request: Any request for modification of an existing PWSF that involves one or more of the following;

- 1 collocation of new transmission equipment
- 2 removal of transmission equipment
- 3 replacement of transmission equipment provided that such modification does not substantially change the physical dimensions of the PWSF.

Essential services: Services provided by a public service corporation, as defined in G.L. c. 40A, s. 3, or by governmental agencies through erection, construction, alteration, or maintenance of gas, electrical, steam, or water transmission or distribution systems and collection, communication, supply, or disposal systems whether underground or overhead, but not including PWSFs. Facilities necessary for the provision of essential services include poles, wires, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants and other similar equipment in connection therewith. Specifically excluded from the definition are buildings and overhead transmission towers. A PWSF shall not be construed as an essential service.

Fixed Wireless Signals: “Any commercial non-broadcast communications signals transmitted via wireless technology to and/or from a fixed customer location. Fixed wireless signals do not include, among other things, AM radio, FM radio, amateur

(“Ham”) radio, Citizen's Band (CB) radio, and Digital Audio Radio Service (DARS) signals.” (47 CFR 1.4000 in effect as of February 10, 2011).

Indoor RTF: RTFs that are all of the following: indoors, essentially not visible to persons off the parcel, and require no modification of structure or exterior surfaces to be installed and operate

Monopole: A Tower that is a self-supporting vertical pole, with no guy wires, that supports Antennae and through the interior of which Antennae and control cables are routed to maintain an uncluttered continuous exterior surface. Antennae are mounted to Monopoles in several fashions, including those mounted on wide frames or platforms extending from the Monopole surface, surface-mounted to the pole exterior (sometimes called “flush mounts”), concealed within the pole’s surface (see Concealed Antenna Monopole) or disguised by materials such as those emulating natural vegetation.

Other Radio Service: Those Radio Telecommunications that are not Personal Wireless Services or Amateur Radio Services.

Personal Wireless Service (PWS): That category of Radio Telecommunication that is subject to the National Wireless Telecommunications Siting Policy (Section 704 of the Telecommunications Act of 1996 and codified in 47 USC §332(c)(7).

Personal Wireless Service Facility (PWSF): An RTF that provides Personal Wireless Services to subscriber devices. A PWSF consists of all equipment including but not limited to, structures, materials, cabling, electronic sub-assemblies, antennas and customer-side utility interfaces used by an individual provider of Personal Wireless Services at one site.

Exceptions:

1. Consumer-grade PWS devices that are authorized by the carrier and installed by the subscriber to reinforce local service;
2. PWS devices and networks that are installed inside a building to serve the occupants of the building.

Note, it is important to distinguish between a structure that may be part of a PWSF and the PWSF itself: A Tower is not a PWSF, although it may be a component of one or more PWSFs at a site.

PWSF Site-Sharing: The placement of a PWSF at a tower, building or structure that already has one or more PWSFs installed on such building, tower or structure. Site-Sharing is one form of collocation.

Radio Frequency (RF): That portion of the electromagnetic spectrum regulated by the Federal Communications Commission.

Radio Telecommunication: The transmission and/or reception of information, including but not limited to voice, video, data or radio location signals, by means of RF transmissions through the atmosphere.

Radio Telecommunication Facility (RTF): Any installation for the purpose of Radio Telecommunication.

Subscriber Antenna: Pursuant to 47 CFR 1.4000, an antenna that is both:

- a. located on property within the exclusive use or control of the Antenna user where the user has a direct or indirect ownership or leasehold interest in the property; and
- b. that is one meter (3.28± feet) or less in diameter that is used to receive (and transmit, as applicable):
 1. direct broadcast satellite service, including direct-to-home satellite service,
 2. fixed wireless signals, whether via satellite or not;
 3. video programming services via multipoint distribution services, including:
 - i. multichannel multipoint distribution services,
 - ii. instructional television fixed services,
 - iii. local multipoint distribution services,
 - iv. fixed wireless signals other than via satellite, and/or
 - v. an antenna that is used to receive television broadcast signals;

Tower: Any structure that is not habitable, has proportions of which the height is substantially greater than the largest dimension of its horizontal cross-section, is greater than 12 feet in height when attached to a building or other structure, and/or exceeds the height limit of the district within which it is constructed, whether or not attached to another structure. Examples of Tower types include "lattice" (open frame, truss-type construction) and "monopole" (tubular construction, defined herein).

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 15. To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pizzuti Way, as shown on a plan entitled "Street Acceptance Plan / Pizzuti Way / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 10, 2012, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 16. To see if the Town will vote to amend Chapter 5 [Regulations Governing Persons and Property], Section 23 [Regulations of Solicitors and Canvassers as follows:

Add new Section 1A to read:

Section 1A - Exceptions

The provisions of this Bylaw shall not apply to the following persons:

- A. Any person duly licensed under Chapter 101 of the General Laws or any persons exempted under Chapter 101, Chapter 149, Section 69, Chapter 180, Section 4, or any other General Law.
- B. Any officer or employee of the Town, county, state or federal government on official business; or
- C. Route salespersons or other having established customers making periodic deliveries to such customers or making calls upon prospective customers to solicit order for periodic route deliveries, including but not limited to news carriers.

Add new sub-section (i) to Section 4 to read:

- (i) If applicant is operating or being transported by a motor vehicle, the year, make, model, color, registration number, state of registration, owner's name and address of each such vehicle; and

Add new Section 8A to read:

Section 8A – Residential Property

No person shall engage in solicitation or canvassing in or upon any residential property upon which is displayed a sign prohibiting trespassing, or solicitation or canvassing.

Add new Section 13A to read

Section 13A - Renewal of License

A license issued under the provisions of this by-law may be renewed by the Chief of Police. An applicant requesting a renewal of a license must apply in person for such license renewal, and provide such information and pay such fees as is required to obtain an initial license.

or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 17. To see if the Town will vote to amend the General By-Laws of the Town of Lynnfield by deleting existing Section 17A of Chapter 5 thereof and adding a new Section 17A as follows:

SECTION 17A- DOG LICENSING AND FEES

1. All dogs must be licensed on or before March 1st of each license period in accordance with the requirements of MGL Chapter 140 section 137 as amended. The license period is from January 1st through December 31st.

2. No application for licensing of a dog shall be accepted by the Town Clerk unless it is accompanied by a certificate of vaccination against rabies, which shall comply with the requirements of MGL Chapter 140, section 145B as amended.

License fees for dogs are as follows:

Neutered Males and Spayed Females \$ 5.00
Un-spayed Females \$10.00

Kennels – the owner or keeper of a pack or collection of more than 4 dogs, 3 months old or older, on a single premises, shall obtain one of the below types of kennel licenses, as defined in MGL Chapter 140, section 136A and pay the required annual fee:

	4 dogs <u>Or less</u>	5 to <u>10 dogs</u>	11 or more <u>dogs</u>
Commercial Boarding or Training Kennel:	\$100	\$200	\$300
Commercial Breeder Kennel:	\$100	\$200	\$300
Domestic Charitable Corporation Kennel:	No fee if incorporated exclusively for purposes outlines in MGL Chapter 140, section 137A (c).		
Personal Kennel:	\$40	\$100	\$200
Veterinary Kennels:	\$100	\$200	\$300

A Kennel License shall be in lieu of licensing dogs individually.

No Kennel License shall be issued or renewed until the premises have been inspected and approved by the Animal Control and / or Board of Health.

Any owner or keeper of a dog who shall fail to comply with the provisions of this section by March 1 in any year shall be subject to a penalty of \$25.00 per dog or \$50.00 per kennel.

Or what action it will take thereon.

Submitted by BOARD of SELECTMEN

ARTICLE 18. To see if the Town will amend its by-laws to add the following Scenic Road By-law:

SCENIC ROADS

1. PURPOSE - The purpose of this Bylaw is to allow at Town Meeting the recognition of specific roads in Lynnfield as "Scenic Roads." By so doing, the public right-of-way along these roads shall not be altered, improved, or reconstructed without approval. For a road designated a Scenic Road any repair, maintenance, reconstruction, paving or construction of an additional driveway; cutting or removal of trees; the tearing down, burial, relocation, or destruction of stonewalls by any person public or private shall require written consent of the Planning Board. Only public ways and no privately owned properties shall be subject to this Bylaw.

2. AUTHORITY - The enactment of this Bylaw is authorized by Massachusetts General Law Chapter 40, Section 15C.

3. DEFINITIONS

Applicant: any person or entity that undertakes an action requiring prior written consent pursuant to this Bylaw who is therefore required to file an application with the Planning Board.

Repair, Maintenance, Reconstruction or Paving Work: any such work done within the public right-of-way by any person or entity, public or private, including the roadway and/or construction of an additional driveway.

Scenic Road: The entire area within the boundaries of the public right-of-way other than a state highway or a numbered route.

Stone Wall: A structure of natural stone constructed to enclose, divide, or define an area, and located at least partially within the boundaries of the public right-of-way.

Tree: A tree located within the public right-of-way that is larger than 6" DBH (diameter at breast height).

4. DESIGNATION OF SCENIC ROADS

4.1. Considerations for Scenic Road Designation - The determination of which roads or portions of roads to be recommended as Scenic Roads shall consider these criteria:

- a) Overall scenic beauty of the public way.

- b) The contribution of any vegetation, stonewalls, fences, shoulders, or tree canopy.
- c) The potential for lessening of scenic beauty, aesthetic value or historical significance.

4.2. Procedures to Designate Scenic Roads - Upon recommendation or request of the Planning Board, Conservation Commission, or Historical Commission, any road shall, upon vote of a majority of the voters present and voting at any annual or special Town Meeting, become a Scenic Road subject to the provisions in this Bylaw, provided that written notice of the article proposing such designation be mailed by the Town Clerk to each residence abutting a way proposed for such designation not less than seven days prior to such Town Meeting.

5) PROCEDURE FOR ACTIONS ON A SCENIC ROAD

5.1. Determination of Applicability - The applicant shall submit a written request to the Town Engineer who shall determine the boundaries of the public right-of-way relative to the location of any specific tree(s) and any specific stonewall(s) to determine the applicability of the Bylaw. A copy of the written request shall also be filed with the Planning Board and the Director of Public Works and/or Tree Warden.

5.2. Scope of Work - The applicant shall deliver to the Planning Board an application with a clear and legible site plan, together with a written description detailing the scope of the proposed work which will cause the Planning Board to schedule a public hearing within a reasonable amount of time.

5.3. Public Hearing Notice - A Notice of Public Hearing shall be advertised in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing, the cost of which shall be born by the applicant.

5.4. Director of Public Works and/or Tree Warden - Whenever feasible, Planning Board hearings shall be held in conjunction with those to be held by the Director of Public Works and/or Tree Warden acting pursuant to this Bylaw. Consent to an action by the Planning Board shall not be construed as implying consent by the Director of Public Works and/or Tree Warden, or vice versa.

5.5.) Decision of Board - Within forty-five (45) days after submission, the Planning Board shall conduct a hearing and take final action thereon by approving, modifying, or disapproving the application. Failure of the Board to take final action within the time allotted shall be construed as constructive approval. Extension of time may be agreed upon at the written request of the applicant.

5.6. Appeals Process - The applicant can appeal the decision of the Planning Board to the Board of Selectmen within twenty-one (21) days. The appeal shall be submitted in writing in which the reasons for the appeal are itemized.

5.7. Enforcement - Without waiving any other enforcement authority, violations of the Scenic Road Bylaw shall be punishable by a fine of \$300.00. In addition, the property owner and whoever is responsible for the violation shall be required within sixty (60) days to:

- a. restore any altered stone walls to the condition they were in prior to the alterations, and

b. plant tree(s) of similar and native in species to those which may have been cut or removed, or

c. implement other mitigating measures as may be directed by the Planning Board.

The failure of the property owner to restore or mitigate as directed by the Planning Board shall be deemed a subsequent and separate violation. The Planning Board may assess further penalties of up to \$300 for each fourteen- (14-) day period during which any violation has not been corrected as directed by the Planning Board.

6. ACTIONS THAT DO NOT REQUIRE APPROVAL

6.1. Emergency Repair - Nothing in this Bylaw shall prevent any work being performed as the result of emergency conditions that threaten the lives, health, and/or safety of the public.

6.2. Normal Repair - The provisions of this Bylaw will not restrict either the Department of Public Works or any utility companies from conducting normal maintenance or repairs.

6.3. Stonewall Repair - A property owner's repair of a stonewall using natural stones and of similar appearance to the original wall shall not be restricted.

7. SEVERABILITY - If any section or subsection of this Bylaw is found to be unconstitutional or contrary to the laws of the Commonwealth of Massachusetts or the United States of America then that section or subsection shall be stricken from this Bylaw, and the remainder of this Bylaw shall remain in full force and effect.

or what action it will take thereon.

Submitted by TREE COMMITTEE

And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, fourteen days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

Given under our hands this ^{6th} day of ~~September~~^{October}, 2014. *RA*



Judy L. Reed
Town Clerk

David M. Nelson
David M. Nelson, Chairman

Philip B. Crawford
Philip B. Crawford, Selectman

Thomas Terranova, Jr.
Thomas Terranova, Jr., Selectman

Date:

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield 14 days before the time and calling of said election.

Paul Miniky 12/6/14

Constable

Posted at:
Center Post Office
Colonial Village Market
Library
Pump 'n Pantry
Senior Center
South Fire Station
South Post Office
Town Hall

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
FALL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

The Annual Town Meeting was called to order by Moderator Arthur Bourque at 7:30 PM, indicating the quorum of 175 registered voters had been met. The Moderator began by introducing the Board of Selectmen, the Town Administrator, the Finance Committee, Town Counsel and the Town Clerk. The Moderator read the list of non residents which included the town's department heads. The use of voter cards was also explained.

The Moderator gave a brief presentation in thanking long time Town Administrator William (Bill) Gustus. Mr. Gustus will be retiring at the end of 2014 after serving the town for twelve years. Mr. Bourque listed many of Bill's accomplishments, with a standing ovation of those in attendance.

The Moderator also asked for a moment of silence for long time resident Betty Hayter who had recently passed away. Mrs. Hayter served the town in many capacities and will be missed by many.

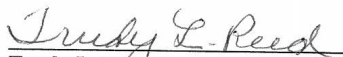
Following the Pledge of Allegiance, the Moderator introduced Board of Selectmen Chairman Dave Nelson to begin with the first motion.

MOTION made by Selectmen Dave Nelson that if necessary, the Fall Town Meeting be adjourned to Thursday, October 23, 2014 at 7:30 PM in the Middle School Auditorium, Gymnasium and Cafeteria, if need be, should the business of the meeting not be completed.

MAJORITY VOTE REQUIRED

ACTION: Motion 2nd by several. Moderator declared motion passed by a voice vote in the majority.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 1: To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Selectmen Crawford to move that the town vote to raise and appropriate \$1,902.83 to pay the overdue bills from a prior fiscal Year as listed on the handout entitled "ARTICLES 1 AND 2 – OCTOBER 20, 2014 SPECIAL TOWN MEETING".

Motion 2nd

9/10 VOTE REQUIRED

ACTION: By a voice vote, the Moderator declared Article 1 passed unanimously, no opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 2: To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2015 Fiscal Year various purposes; or what action it will be taken. Submitted by the Board of Selectmen

MOTION made by Selectman Terranova to move that the town vote to raise and appropriate the sum of \$90,478.67, appropriate the sum of \$10,000.00 from free cash (General Fund), appropriate \$95,000.00 from free cash (Golf Enterprise Fund) and transfer \$38,547.94 from existing Fiscal Year 2015 appropriation accounts the sums listed in the handout entitled ARTICLES 1 AND 2 - OCTOBER 20, 2014 SPECIAL TOWN MEETING" to the accounts listed in said handout in order to balance the FY 15 budget.

Motion was 2nd


MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 2
Finance Committee gave a favorable recommendation to Article 2

Several questions from residents were answered by Town Administrator Bill Gustus.

ACTION: By a voice vote, the Moderator declared Article 2 passed unanimously with no opposition.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 3: To see if the Town will vote to appropriate by transfer from receipts reserved for appropriation a sum of money to be expended under the discretion of various town boards, committees, or officers; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Chairman Nelson to move that the town vote to appropriate by transfer the sum of \$12,416.11 from receipts reserved for appropriation (insurance recoveries) to make repairs to the Department of Public works Garage and repair or replace Department of Public works equipment and appropriate by transfer the sum of \$24,204.87 from receipts reserved for appropriation (insurance recoveries) to make repairs to the and repair or replace equipment and/or vehicles at King Rail Golf course.

Motion was 2nd

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 3
Finance Committee gave a favorable recommendation to Article 3

ACTION: By a voice vote, the Moderator declared Article 3 passed unanimously with no opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 4: To see if the Town will vote to accept the provisions of G.L. Chapter 32B, Section 20 to establish an Other Post Employment Benefits Liability Trust Fund and to raise and appropriate a sum of money to be deposited therein; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Selectman Crawford to move that the town vote to raise and appropriate the sum of \$100,000.00 to the Other Post Employment Benefits Liability Trust Fund..

Motion was 2nd

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 4
Finance Committee does not recommend Article 4 in a vote 6 – 3

Several minutes were spent with residents asking questions and making comments. Town Administrator Bill Gustus responded with the permission of the Moderator. There was a vote to move the question. A voice vote was taken, with the motion carrying to move the question, no opposition.

ACTION: By a voice vote, the Moderator declared Article 4 passed in the majority with few in opposition.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 5: To see if the Town will vote to petition the Legislature, for the purpose of reverting from the Town Administrator form of government back to the Executive Assistant form of government, to enact the following:

An Act amending the Charter of the Town of Lynnfield

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Chapter 127 of the Acts of 1993 is hereby repealed.

SECTION 2. Chapter 128 of the Acts of 1993 is hereby repealed.

SECTION 3. The Town Charter of the Town of Lynnfield, on filed with the Archivist of the Commonwealth, is hereby amended by inserting a new section numbered 5-7-6.1 to read:
--He shall reserve all significant decisions for the Board of Selectmen. The Board of Selectmen are hereby prohibited from delegating their decision-making power to him.

SECTION 4. Said Charter is hereby further amended by deleting section 7-5-1 and inserting in its place a new section to read:
--At least one hundred and twenty days prior to the first session of the Annual Town Meeting, every department, board, commission, and committee shall prepare and submit to the Selectmen operating budget estimates for the ensuing fiscal year. Such estimates shall be discussed by the Selectmen in an open public meeting, with participation by the public, at which the department heads shall answer any questions put to them by members of the public from the floor of the Selectmen's meeting.

SECTION 5. Said Charter is hereby further amended by deleting, in section 5-7-6 the words, "of the personnel system"

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 5: Continued

SECTION 6. Said Charter is hereby further amended by striking from section 9-1-2 all words after "Selectmen."

SECTION 7. Said Charter is hereby further amended by inserting a new section numbered 9-1-3 which shall read:

--Each division and department head shall, once a month, attend a meeting of the Board of Selectmen, where they shall personally report to the Selectmen, both in writing and orally, on the actions of their department or division for that month. All division and department heads, when personally reporting, shall be prepared to answer questions and receive complaints from the selectmen and the public.

SECTION 6. This act shall take effect upon its passage.

Or what action it shall take thereon. Submitted by Petition

MOTION was made by Petitioner Michael Walsh to move that the Town petition the Legislature to enact legislation, as printed in the Warrant to amend the Town's Charter.

Motion was 2nd.

MAJORITY VOTE REQUIRED

Board of Selectmen recommended an indefinite postponement
Finance Committee did not give a favorable recommendation
School Committee did not give a favorable recommendation

Michael Walsh gave a brief presentation as to why he brought this petition to town meeting.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 5: Continued

Selectmen Dave Nelson gave a brief presentation as to the stability of the town over the last several years, and how the set up of the town government has helped with this achievement. Resident Pat Campbell called for point of order. However, the Moderator allowed Selectmen Nelson to continue. Several other residents made comments and questions were asked. The Town Administrator was also called upon several times for his opinions and clarifications. A motion was made and 2nd to move the question. By a voice vote, the Moderator declared by a majority vote, the motion passed to move the question.

ACTION: By a voice vote, the Moderator declared the motion failed to pass Article 5 by a majority with several in favor of the motion.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 6: To see if the Town will vote to amend the bylaws by inserting a new section in Chapter 2 of the bylaws to read as follows:

Residency Requirement

Notwithstanding contrary provisions of the General Laws, any employee hired to any of the following positions must reside and be domiciled within the Town of Lynnfield within one month of their date of hire. This bylaw shall apply to:

The Town Administrator,
The Town Clerk,
The Town Treasurer,
The Tax Collector,
The Building Inspector,
The Fire Chief,
The Superintendent of Schools,
The Police Chief,
and the Director of Public Works.

Provided further that any current Town employee shall be grandfathered against the effect of this bylaw. Failure to comply with this bylaw shall constitute "just cause" and shall be grounds for termination. The Selectmen shall investigate any complaint of violation of this bylaw upon the petition of ten registered voters. If such investigation reveals that an employee has not complied with this bylaw, such employee shall be terminated with 14 days by the Selectmen, after notice and prompt hearing.

Or what action it will take thereon. Submitted by Petition

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 6: Continued

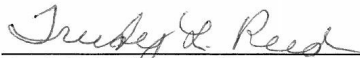
MOTION made by Petitioner Michael Walsh to indefinitely postpone consideration of Article 6.

Motion was 2nd.

MAJORITY VOTE REQUIRED

ACTION: By a voice vote in the majority, the Moderator declared Article 6 indefinitely postponed, with one in opposition.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 7: To see if the Town will vote to amend the bylaws, for the purposes of reverting to the Executive Assistant form of government by voting to reinstate the Consolidated Personnel By-law as it existed in 1983, by deleting the current Chapter 3, Part 2, and inserting in its place the following:

Consolidated Personnel By-law

1. General

A. Hours of Work

1. The work week for Town employees shall be forty hours or such lesser number as the department head, with the approval of the Board of Selectmen may establish.

2. Department heads may not receive overtime pay. Work in excess of 8 hours per day or 40 hours per week for other employees will be paid at the rate of time and one-half. Overtime may be worked only on authorization of the proper department head or other authority.

B. Notification Requirement

From the date of the adoption of this by-law forward, all department heads hiring employees are required to notify the Personnel Board, Town Clerk and Town Accountant of such employment, including whether the employee is permanent, temporary, part-time or full-time.

C. Definitions

As used in this Chapter, the following words and phrases shall have the following meanings unless a different construction is clearly required by the context or by the laws of the Commonwealth

Civil Service Law- Chapter 31 of the General Laws of the Commonwealth, as said Chapter and said rules and regulations may be amended from time to time.

Continuous Employment- Employment uninterrupted except for required military service or other authorized leave of absence.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 7: Continued

Department- Any department, board, committee, commission, or other agency of the Town subject to this by-law.

Department Head- The officer, board, or other body having immediate supervision and control of a department; in the instance of a department serving under the supervision and control of the Selectmen, the officer, board, or other body immediately responsible to the Board of Selectmen for the administration of the department.

Emergency Employment or Emergency Appointment- Employment or appointment made for a specified time without requisition, or without the prior consideration of the Personnel Board, to cover an unforeseen emergency; no such employment shall be for a period longer than three (3) consecutive calendar weeks. Nor shall any person be employed on an emergency basis more than twice in any calendar year except by the specific written permission of the Personnel Board.

Full-time Employment- Employment for not less than seven (7) hours per day for five (5) days a week for fifty-two (52) weeks per year, minus legal holidays and authorized leaves of absence.

Full-time Employee- An employee engaged in full-time employment.

Leave of Absence with Pay- Any authorized leave with pay from scheduled work.

Leave of Absence without Pay- Any authorized absence from scheduled work without pay.

Part-time Employee- Any employee who is employed for less than full-time

Part-time Employment- Any employment less than full-time employment

Permanent Employee- (1) Any employee retained on a continuing basis in a permanent position as defined below;

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 7: Continued

(2) Any employee holding a permanent appointment under the Civil Service Law to a position deemed permanent within the meaning of said law.

Permanent Position- Any position in the town service which at the time of employment is intended by the Town to require the services of an employee without interruption, for an indefinite period of time, which shall in no event be less than one (1) year, either on full-time or part-time basis.

Temporary Employee- (1) An employee retained in a temporary position as defined below;

(2) Any employee holding a temporary appointment under the Civil Service Law who does not also have permanent status thereunder.

Temporary Position- Any position in the town service which at the time of employment is intended by the Town to require the services of an employee for a fixed term of less than one (1) year.

Town- The Town of Lynnfield

2. Application of this By-law

All Town departments and all positions in the Town service, (other than the School Department and the Police Department) shall be subject to the provisions of this by-law, provided that Sections 10, 11, 12, 13, and 14 shall not apply to the Fire Department or its personnel.

Administration of the Consolidated Personnel By-law shall be under the jurisdiction of the Personnel Board, and shall be implemented by the department heads in accordance with its terms.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 7: Continued

3. Personnel Board

The Personnel Board shall consist of five (5) members who shall be appointed by the Board of Selectmen and shall serve without pay; the original appointees shall be appointed for the following terms of office: two (2) for three (3) years, two (2) for two (2) years and one (1) for one (1) year. No regular employee or elected or appointed official of the Town shall be eligible for appointment to the Board. Except as provided in the next paragraph, the terms of each appointee shall commence on the first day of April in each year and as the terms of the respective members expire, the Board of Selectmen shall make appointments to fill the vacancies. Except for the original appointees, all members shall be appointed for a term of three (3) years, provided, however, that no member shall be appointed for more than two (2) successive terms.

If any member of the Personnel Board shall resign or otherwise vacate his office before the expiration of his term, the vacancy so created shall be filled in accordance with the General Laws (Ter. Ed.) Chapter 41, Section 11. Each member of the Board shall serve until his successor has been appointed and qualified.

By May 15 of each year, the Personnel Board shall meet and organize and elect its own Chairman and Vice Chairman and appoint a regular monthly meeting date and notify the Board of Selectmen, Town Accountant and Town Clerk of the results of said election.

The Board shall be authorized to obtain the services of a Clerk, who shall keep a record of its official proceedings and actions. The Board, subject to appropriation therefor, may make such expenditures as may be necessary or appropriate for the performance of its duties.

The Personnel Board shall meet regularly (once a month in at least ten (10) months of every year) for the transaction of business under this bylaw, and it shall hold such special meetings as may be called by the Chairman, or directed by vote of the Board.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 7: Continued

A majority of the total membership of the board shall constitute a quorum for the transaction of the business of the Board, and the vote of the majority of the members attending and voting shall be necessary for any official act of the Board.

The Selectmen shall furnish the Personnel Board with such office space as it may require for the performance of its duties and storage of its property and records.

In addition to its responsibilities under Section 7 hereof, said Board shall serve in an advisory capacity to the Town in all matters relating to all salary, rate or classification changes for any employee or position, except those under the jurisdiction of the School Committee. Such changes shall, prior to the effectuation thereof, be first referred to the Personnel Board and a recommendation shall be made by the Board, or if thirty (30) calendar days shall elapse from the date of submission and no report is made, as hereinafter provided, it shall be deemed that the Board's recommendation is favorable to the proposed change. No action at any Town Meeting shall be taken in regard to salary, rate, job classification, or other characteristic of employment of any position to which this bylaw applies unless the subject matter thereof has been considered by the Personnel Board and its report with recommendations thereof has been submitted in writing to said meeting or unless at least thirty (30) days prior to the meeting at which the action is taken, the subject matter thereof was brought before the Personnel Board and it submitted no such report and recommendations to said meeting.

The Board shall make a continuing analysis and evaluation of the jobs and positions of the Town.

The Board shall maintain a salary and rate structure schedule for the Town and make recommendations for any changes which it deems necessary to maintain a pay scale representing satisfactory and proper remuneration for work performed. Such recommendations shall include rates, wages, salaries, fees and/or fringe benefits.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 20, 2014
Lynnfield Middle School**

ARTICLE 7: Continued

The Board shall maintain formal job descriptions for all positions derived from data furnished by department heads and from all other sources, copies of which shall be available to all interested committees or boards and employees.

On or before December 1st of each year, the Personnel Board shall submit in writing to all department heads its preliminary recommendations for the grade step schedule which shall have as their purpose to assist the department heads in their preparation of their department's budget, but the department heads shall not be bound by said recommendations. Not later than January 1st of each year, the Personnel Board and the Finance Committee shall meet jointly to review the financial effects of the recommendations of the Board; in addition, at least one (1) other joint meeting shall be held on or before the succeeding March 1st of each year to review the recommendations of the Board and those of the Finance Committee. A.T.M. 4/29/74

The recommendation of the Personnel Board shall be published in the publication of the Finance Committee's Recommendations to the Town Meeting concerning the warrant articles. The Board's recommendations pertaining to salaries, rates and the like shall be prepared in the format of a schedule or chart and the Finance Committee's recommendations pertaining to such matters shall be prepared and presented within the aforementioned format to afford the voter a simultaneous comparison of all recommendations.

4. Personnel Records

An individual personnel file of all Town employees, both elected and appointed except employees of the School Department, shall be prepared and kept by the Town Clerk in his office. Said personnel file shall contain all the vital statistics and other pertinent data required by the Personnel Board, including grievance procedure data, of each and every such person. It shall be the duty of each Town officer and employee to furnish the Town Clerk forthwith, upon request, all information needed for completion of this file. Such files shall be available to the Personnel Board at all reasonable times, but such files shall not be public records.

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5. Grievance Procedure

It shall be the policy of the Town that there shall be a Grievance Procedure available for the use of its employees. The purpose of the Grievance Procedure shall be to settle employee grievances as expeditiously and fairly as possible to ensure efficiency and high employee morale. It shall be the responsibility of all parties to come to a quick and amicable solution; grievances shall be taken up at such times as to minimize loss of productive work. Any grievance must be presented in or within five (5) calendar days of the occurrence of the alleged grievance. A.T.M. 3/9/70

Step I...Whenever an employee has a grievance relating to his employment he shall orally make it known to his immediate superior making it clear to his superior that he is presenting a grievance in accordance with this clause. His superior shall attempt to resolve the grievance and shall verbally respond to the employee within five (5) working days of being told of the grievance. If the grievance is not satisfactorily resolved the employee may take Step II. A.T.M. 3/9/70

Step II...The employee shall put his grievance in writing on a form to be supplied by the Town Clerk and present it to his department head who may be the same person as in Step I. He shall also present a copy of the grievance to the Clerk of the Personnel Board. The department head shall attempt to resolve the grievance and shall submit an answer in writing on a form to be supplied by the Town Clerk to the employee with a copy to the Clerk of the Personnel Board within five (5) working days of the receipt of the grievances. If the grievance is not satisfactorily resolved hereunder the employee may then take Step III. A.T.M. 3/9/70

Step III...The employee shall file a written statement of his grievance with the Personnel Board and request an informal hearing before the same at its next regular meeting, or at a special meeting if the Board deems it advisable. The Board shall notify the appropriate department head and/or superior to be present at said hearing. All parties, including the Board, shall be entitled to be represented by a duly authorized representative. Within fifteen (15) days of the hearing, all

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parties shall be notified in writing of the decision of the Personnel Board, which decision shall be in writing. The decision of the Personnel Board shall be final and binding on all parties with regard to all grievances except as may be otherwise provided in contracts negotiated between the Town and a certified bargaining unit of employees. A.T.M. 3/9/70

6. Employment, Promotion and Transfer of Civil Service Personnel

Employment, promotion and transfer of employees subject to the Civil Service Law shall be made known to the Personnel Board in order to keep the personnel files of the employees up to date.

7. Employment, Promotion and Transfer of Non-Civil Service Personnel

The employment, promotion, and transfer of Town personnel not subject to the provisions of the Civil Service Law shall be regulated as follows:

a. The Town Clerk shall promptly notify the Personnel Board when a person duly elected or appointed to a paid elective or appointive office of the Town has qualified to perform, and has entered upon, the duties of said office. Also, when he has resigned from or has otherwise vacated his office, the Town Clerk shall forthwith notify the Board.

b. Except for emergency employees and when not in conflict with the laws of the Commonwealth, no employment in or transfer to a paid appointive position in the Town service shall take effect until the same has been presented by the appropriate department head to the Personnel Board for analysis for determination of compliance with the requirements of the classification plan, compensation plan, and other provisions of this bylaw; and if such employment or transfer is in compliance aforesaid, the Personnel Board shall approve same in writing and may make such approval retroactive when necessary.

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c. No proposed promotion to a position subject to this bylaw or raise in compensation shall be acted upon by the Personnel Board until it shall first have been submitted to the elected or appointed officer or board having supervision and control of the department in which the employee is employed.

8. Submission of Proposed Budget to Personnel Board

Each department head shall include in the regular annual department budget a pay adjustment section, setting forth the name of each employee, any recommended change in step or grade, the reasons therefore, and the amounts which he believes will be required for proposed pay adjustments in accordance with the resulting compensation scale during the ensuing year and he shall furnish a copy thereof to the Personnel Board on or before January 1st of each year. A.T.M. 4/29/74

9. Amendment to the Consolidated Personnel By-law

The Consolidated Personnel By-law may be amended in the same manner in which the Town by-laws may be amended; provided, however, that no amendment to the by-law shall be made until it has been presented by signed petition addressed to and submitted to the Personnel Board. Upon receipt of such written petition, the Board, after giving the petitioners, the heads of departments and employees affected at least three (3) days written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the Personnel Board shall fail to act on an amendment so presented within fifteen (15) days after the hearing thereon, the Personnel Board shall be deemed to have disapproved the amendment. The petition may then be presented to the Town Meeting for consideration and action, if so desired. The Personnel Board may of its own motion after a similar hearing of or conference with the parties interested propose an amendment to the by-law.

10. Vacation Leave for Permanent Employees

a. All employees who have been employed for one (1) full year of continuous full-time employment as of July 1st of any year, shall be entitled to ten (10) working days of vacation with pay. An employee who has worked less than one (1) year as of July 1st will be entitled to one (1) day of vacation for each month worked, but not to

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exceed five (5) working days. Employees with five (5) years of continuous full-time employment as of July 1st in any year shall be entitled to fifteen (15) days of vacation. Employees with ten (10) years of continuous full-time employment as of July 1st in any year shall be entitled to twenty (20) days of vacation. T.M. 10/17/77

b. Vacation time accrued as of July 1st of each year shall be taken in the twelve (12) month period thereafter, and will not be carried beyond June 30th of the following year. T.M. 10/17/77

c. All vacations shall be scheduled by the department heads at such time as will best serve the public interest, but the employee shall have the right to take his vacation between May 15 and September 15 of each year.

d. Preference of vacation periods shall be given on the basis of seniority whenever possible, and shall be scheduled as follows:

1. Employees so entitled may take between one (1) to ten (10) consecutive days of vacation.
2. Selection of the eleventh (11th) to fifteenth (15th) days of vacation shall be deferred until the initial ten (10) day selection of other employees.
3. Selection of the sixteenth (16th) to twentieth (20th) days of vacation shall be deferred until the initial ten (10) day selection and eleventh (11th) to fifteenth (15th) day selection of other employees.

T.M. 10/17/77

e. Upon the death of an employee, payment shall be made in an amount equal to the vacation allowance earned as of the preceding July 1st and not taken, and a further allowance of one (1) day for each month accrued since July 1st, subject to the limitations of the first paragraph of this article.

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The department head, with the approval of the Town Accountant, will authorize payment in the following order of precedence:

1. To the surviving beneficiary or beneficiaries, if any, lawfully designated under the Essex County Retirement System.
2. If there be no such designated beneficiary, to the estate of the deceased. T.M. 10/17/77

f. Persons who resign after giving two (2) weeks notice, or whose services are terminated by dismissal except for cause, shall be paid for vacation time accrued as of the date of resignation or dismissal. Persons who enter military service for a period of not less than six (6) months shall be paid for accrued vacation.

g. Persons who are dismissed for cause or who resign without two (2) weeks notice shall forfeit accrued vacation

h. When a paid holiday occurs during an employee's vacation, he shall either receive holiday pay or shall be entitled to a day's vacation at a time approved by the appropriate department head. S.T.M. 6/12/72

11. Vacation Leave for Permanent Part-time Employees

Part-time employees shall be entitled to vacation leave in the ratio that their part-time employment bears to full-time employment.

12. Vacation Leave for Temporary Employees

Vacation leave with pay shall not be granted to temporary employees who do not within a period of one (1) year become permanent full-time or part-time employees.

13. Sick Leave

a. Persons employed on a permanent full-time basis after 120 calendar days will be allowed sick leave with pay on the basis of one and one-quarter (1¼) working days for each month of service (15 days per year). Sick leave not used in any year may be accumulated, not to exceed 120 working days in the aggregate. A.T.M. 4/30/73

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New employees will be credited with such sick leave that may have been earned for the first 120 days of employment at the completion of said 120 days. A.T.M. 3/8/71

Persons employed on a permanent part-time basis after eighty (80) days actually worked shall be allowed sick leave with pay on the basis of one (1) part-time day for each twenty (20) days actually worked. Sick leave not used in any year may be accumulated not to exceed sixty (60) part-time working days in the aggregate.

b. Accrued sick leave will be determined from attendance records since January 1, 1957. Upon termination of employment, employees shall not be entitled to any direct or indirect payment for unused sick leave.

c. Sick leave will be granted to employees only under the following conditions:

1. When incapacitated by sickness or injury.
2. When, because of exposure to contagious disease, the presence of the person at work would jeopardize the health of others.

d. With the department head's approval, vacation time may be converted to sick leave if no sick leave time is available.

e. A medical certificate may be required as proof of sickness, injury or exposure to contagious disease. Failure to report absence promptly or to obtain a required certificate within seven (7) calendar days after request will provide the department head with sufficient reason for disapproving a sick leave request.

f. If any employee is injured while performing his/her duty, and such accident is covered by Workers' Compensation, he/she shall receive sick leave up to the extent of his/her credits until payment under Workers' Compensation Law begins. In addition, he/she may use accrued sick leave to satisfy the difference between Compensation payments and his/her regular salary. Any absence resulting from such injury that is in excess of available sick leave or vacation credits shall be deemed leave of absence without pay

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g. Traffic supervisors shall be allowed one (1) working day of sick leave for each month of service not to exceed seven (7) working days per year.

h. No sick leave will be granted to temporary employees.

i. Unauthorized absence or abuse of sick leave shall be grounds for disciplinary action by the Town up to discharge of the employee.

j. A regular full-time employee who does not use any sick leave during a particular calendar quarter (January 1 through March 30, April 1 through June 30, July 1 through September 30, or October 1 through December 31) shall be granted one (1) day of personal leave provided the employee had used no more than six (6) days of sick leave during the twelve (12) month period that preceded the commencement of the calendar quarter.

14. Funeral Leave

In case of death in the immediate family (husband, wife, children, parents, stepparents grandparents, brothers, sisters, mothers-in-law, fathers-in-law) employees will be given up to three (3) calendar days in each instance without loss of pay. Such funeral leave shall extend to one day after the funeral.

15. Personal Leave

Regular full-time employees excluding temporary employees shall be entitled to be absent from work for three (3) days per fiscal year without loss of their regular straight time pay to attend to personal business.

Such absence shall be requested of the Department Head not later than three (3) working days in advance of its occurrence. The scheduling of such absence for personal business shall be at the reasonable discretion of the Department Head. Such personal day shall not be used to extend vacations.

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ARTICLE 7: Continued

16. Holidays

a. Regular full-time employees shall receive their regular straight time pay for the following legal holidays falling on a regular day of work. The Holidays are:

January 1st
Martin Luther King Day
Presidents' Day
Patriots' Day
Memorial Day
July 4th
Labor Day
Columbus Day
November 11th
Thanksgiving Day
Day after Thanksgiving
½ day before Christmas
Christmas Day

To be eligible for such holiday pay, an employee shall have worked or have satisfactorily presented himself for work, on the regularly scheduled work day before the holiday, and the first one (1) after it unless absence on either or both days is approved by the Department Head.

b. If required to work on a holiday enumerated above, exclusive of the day after Thanksgiving, an employee who is not exempt from the Fair Labor Standards Act shall receive, in addition to regular holiday pay, time and one-half (1½) for hours worked. The day after Thanksgiving is a non-premium holiday and such an employee if required to work would receive, in addition to regular holiday pay, straight time for hours worked.

c. Traffic supervisors will receive regular straight time pay for school holidays.

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d. When a holiday under paragraph "a." falls on a Saturday, the Friday immediately proceeding shall be observed and when it falls on a Sunday, the Monday immediately following shall be observed.

16A. Discretion

Upon hiring an individual into a Department Head or administrative position the Personnel Board may, in appropriate situations, elect to provide the individual with a greater leave entitlement than would be required under the previous subsections.

The Personnel Board shall create and maintain additional personnel policies which may grant employees additional rights, but this by-law shall serve as a protective minimum.

17. Regular Military Service – Re-employment

Leaves without pay shall be granted to permanent full-time and part-time employees, excluding temporary employees, who enter military service in accordance with the provisions of the Acts of 1941, Section 708 as amended (Appendix to General Laws (Ter. Ed.) Chapter 33) for the duration of a single enlistment which, except for a national emergency as declared by the President of the United States will not exceed four (4) years.

17A. Military Training Leave

Any member of the Reserve Forces of the United States who, in order to receive military training not exceeding 17 days in any one calendar year leaves a position of regular full-time employment with any Town department and who first shall give notice to his or her department head of the date of departure and date of return for the purpose of military training, and who shall give evidence to his or her department head of the satisfactory completion of such training immediately thereafter shall be entitled to treat such time of absence for military training as Military Leave time and be compensated therefore by the Town in an amount equivalent to the difference between his or her normal rate of pay from the Town and the base pay received by him or her from his or her reserve unit. Such employee shall provide evidence satisfactory to his or her

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department head of the base pay he or she received from said reserve unit during said period of time. The employee's absence for military training shall not affect the employee's right to receive normal vacation, sick leave, advancement and other advantages of his or her employment normally to be anticipated in the employee's particular position. In lieu of Military Leave time and compensation therefore as provided above, the employee shall be entitled to treat such time of absence for military training as part or all of the vacation time to which he or she is entitled and be paid in full for said time upon request prior to departure, notice of date of departure and date of return for the purpose of military training being first given by the employee to his or her department head

18. Privately-owned Automobiles

a. When use of a person's private car is necessary, and has been authorized by the head of the department, the approved mileage rate as established from time to time by the Board of Selectmen will be allowed.

b. Reimbursement for travel by private car will require a voucher showing the purpose of the trip, the point of origin, and the point of destination and the number of miles traveled.

c. Reimbursement for travel in any manner other than as provided in subsection a. above shall require the approval of the Personnel Board and the Finance Committee of a lump sum payment for travel and/or transportation in lieu of reimbursement on a mileage basis. A.T.M. 3/8/71

19. Meals

Except as otherwise stated by the statute, all full-time employees shall be reimbursed for meals when on full travel status, which is defined as being temporarily absent from their homes on assignment to duty for more than twenty-four (24) continuous hours. When travel status begins before 6:00 a.m., the person will be entitled to breakfast, mid-day and evening meals. When travel status begins between 6:00 a.m. and noon the person will be entitled to mid-day and evening meals. When travel status begins between noon and evening, the person will be entitled to the evening meal. Notwithstanding the

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above, all employees who attend conferences of municipal officers or employees which pertain to the employee's duties shall be reimbursed any necessary expenses of attending the same.

Reimbursement shall be allowed for actual meal expenses tips' not to exceed reasonable levels as approved from time of Selectmen. A.T.M. 4/29/74

20. Physical Examinations

General physical qualifications for employment by the Town may be prescribed by the Board of Selectmen. Additional special physical qualifications for a particular position may be prescribed by the officer or board having authority to employ to fill that position subject to the approval of the Board of selectmen. This section shall not apply to elected officers or those members of departments who have passed civil service examinations, or emergency employees.

- a. Every person hereafter employed by the Town except
 - 1. Elected officials or
 - 2. Those members of departments who have passed a physical examination by the Civil Service Commission or
 - 3. Employees of the School Department

Shall first be certified by a physician approved by the Board of Selectmen, as physically fit and without congenital or chronic disease or disability that might interfere with reasonable continuous performance of the duties of the position.

This section shall also apply to occasional or substitute employees. With respect to such employees, however, the Selectmen may waive the requirement of a physical examination in the discretion of the Selectmen upon receipt by the Selectmen of acceptable evidence that the employee is physically qualified for the employment. The applicant must conform to the particular physical requirements, if any, of the position, if there are any such in force.

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ARTICLE 7: Continued

b. The reasonable cost of all examinations under this section shall be paid by the Town department to which the application for employment is made or from any special account of the Town established for this purpose.

c. The examiner shall be furnished with a statement describing the duties to be performed by the applicant. The medical findings of the examination shall be recorded on a prescribed form and the details shall, subject to the provisions hereof, be confidential to the applicant, and the examiner. The form shall be deposited with the Board of Selectmen for safe-keeping, the contents subject to future reference only by a physician approved by the Board of Selectmen

d. The examiner may request clinical consultation or laboratory work beyond that specified in the examination form, if in his opinion such information is necessary or advisable.

e. A reasonable interval shall be allowed between the time of examination and certification or rejection for the purpose of allowing the applicant to effect such correction as would make him employable.

f. The Board of Selectmen shall notify the applicant in receipt of the writing of the examiner's findings and their action thereon

g. No change in employment to a position for which more exacting physical standards may be prescribed shall be made without re-examination and certification of applicable physical qualifications.

21 Civil Service Law

Nothing in this by-law, or in the Classification of Employment, shall be construed to conflict with Chapter 31 of the General Laws.

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ARTICLE 7: Continued

22. Severability

In the event that any provision of this bylaw or application thereof, shall be held to be invalid, this shall not be construed to affect the validity of any other provision, or application thereof, of this bylaw. (By-Law) A.T.M. 3/10/69

23. Additional Compensation for Assessors

Any assessor who has completed the necessary courses of study and training and has been awarded a certificate by the Association of Massachusetts Assessors as a certified Massachusetts Assessor, (C.M.A.) shall receive as compensation in addition to any regular compensation received as an assessor, the amount of Three Hundred Dollars (\$300.00) per year, provided, however, that such additional compensation shall not be a part of the base upon which any cost of living adjustment shall be calculated. A.T.M. 4/28/75

Or what action it will take thereon. Submitted by Petition

MOTION made by Petitioner Michael Walsh to move that the Town vote to amend the bylaws by deleting Chapter 3, Section 2 of the Bylaws and insert, in its place, a new Chapter 3, Section 2 as printed in the Warrant, to take effect January 1, 2015.

Motion was 2nd.

MAJORITY VOTE REQUIRED

Board of Selectmen made a recommendation for an indefinite postponement
Finance Committee does not recommend a favorable action
School Committee does not recommend a favorable action

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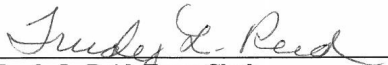
ARTICLE 7: Continued

Selectmen Crawford gave a brief presentation as to why the residents should vote no on this Article. This article would take the town back to before when certain laws such as Family Medical Leave Act was in place, certain union laws, etc. The Town Administrator was asked his opinion of this Article. Other residents made comments. The question was moved and 2nd. The Moderator declared this motion passed unanimously.

Selectman Terranova thanked Mr. Walsh for his interest in town government and his courage to bring petitions forward.

ACTION: By a voice vote, the Moderator declared Article 8 failed to pass by a majority vote, with several in opposition.

ATTEST:


Trudy L. Reid, Town Clerk

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ARTICLE 8: To see if the Town will adopt the following: "Residents in the vicinity of Sparhawk Drive Lynnfield Mass. Requests to have the intersection of Sparhawk Drive and Walnut Street closed due to constant cut-thru traffic and U-turns. This has caused a public safety issue. To see if the Town will vote to abandon the public way at the corner of Sparhawk Drive and Walnut Street," or what action it will take thereon. Submitted by Petition

MOTION Wallace McKenzie made the motion to see if the Town will adopt the following: Residents in the vicinity of Sparhawk Drive Lynnfield Mass Requests to have the intersection of Sparhawk Drive and Walnut Street closed due to constant cut-thru traffic and U-turns. This has caused a public safety issue. To see if the Town will vote to abandon the public way at the corner of Sparhawk Drive and Walnut Street," or what action it will take thereon. Submitted by Petition

Motion was 2nd

Moderator indicated he was concerned regarding the wording of the article, therefore, asking the Petitioner to consider rewording the motion in order to give it proper consideration.

Motion was reworded to read: "move to have the intersection of Sparhawk Drive and Walnut Street closed and to see if the Town will vote to abandon the public way at the corner of Sparhawk Drive and Walnut Street." Motion was 2nd.

MAJORITY VOTE REQUIRED

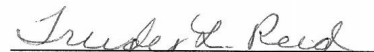
Board of Selectmen made a recommendation for an indefinite postponement
Finance Committee does not recommend article as written
Planning Board makes no recommendation

Police Chief Breen spoke on other legal matters that may be of concern should this motion pass. Several other residents spoke against and in favor of this motion. Town Counsel Tom Mullin was asked for his legal opinion should the road be abandoned.

Selectman Terranova acknowledge the concerns on both sides of the issues. He has personally spent time in the area observing activities and traffic and has been shocked over what he has witnessed. He agrees the problem needs a resolution. A motion was made and 2nd to move the question. The Moderator could not call the vote by a voice vote. Therefore, he called for the floor tellers and voter cards were used. By a vote using voter cards, 107 ayes, 68 nays. The Moderator declared to move the question passed by a majority.

ACTION: By a show of voter cards, 60 ayes and 98 nays, the Moderator declared Article 8 failed to pass by a majority.

ATTEST:


Trudy L. Reid, Town Clerk

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ARTICLE 9: To see if the Town will vote to authorize the Board of Selectmen to sell by sealed bid the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed by deed dated December 28, 2007 and recorded with the Essex South District Registry of Deeds at Book 27459, Page 242 to Denault M. Donovan, Charles S. Donovan and Ailis F. Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres on such terms and conditions as the Selectmen deem prudent; or what action it will take thereon. Submitted by Board of Selectmen

MOTION made by Selectman Terranova to move that the Town vote to authorize the Board of Selectmen to sell by sealed bid, the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed by deed dated December 28, 2007 and recorded with the Essex South District Registry of Deeds at Book 27459, Page 242 to Denault M. Donovan, Charles S. Donovan and Ailis F. Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres on such terms and conditions as the Selectmen deem prudent, provided that the sale price is equal to or greater than one million and five hundred thousand dollars (\$1,500,00.00).

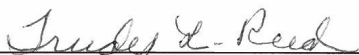
Motion was 2nd

2/3 VOTE REQUIRED

Chairman Nelson noted that since no bids had been received, he recommended for an indefinite postponement. Motion was 2nd. Several comments and questions were heard from the floor. A question was asked as to why the property could not be made surplus. Town Counsel Tom Mullin explained that would have had to be done by the Board of Selectmen prior to a Town Meeting. The property still falls under the Capital Facilities management at this time. A motion was made and 2nd to move the question. By a voice vote, the Moderator declared the vote to move the question passed unanimously with no opposition.

ACTION: In regards to Chairman Nelson's recommendation to postpone indefinitely, a voice vote was taken and the Moderator declared Article 9 passed unanimously with no opposition.

ATTEST:



Trudy L. Reid, Town Clerk

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ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer a sum of money for repairing various pre-existing drainage pipes and systems located under the new high school turf fields; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Chairman Nelson to move that the Town vote to raise and appropriate \$100,000 to pay for repairs to various pre-existing drainage pipes and systems located under the new high school turf fields.

Motion was 2nd

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 10
Finance Committee gave a favorable recommendation to Article 10

Selectmen Crawford answered several questions from the floor.

ACTION: By a voice vote, the Moderator declared Article 10 passed unanimously with no opposition.

ATTEST:



Trudy L. Reid, Town Clerk

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ARTICLE 11: To see if the Town will vote to authorize the Board of Selectmen to make application to the State Division of Conservation Services for a grant through the Parkland Acquisitions and Renovations for Communities (PARC) grant program under 301 CMR 5.00; and accept a PARC Grant that may be awarded to the Town by the State Division of Conservation Services; and to raise and appropriate, transfer or borrow the sum of \$740,800 to defray 100% of all of the project costs of renovating and redeveloping Jordan Park, contingent upon the award of a PARC Grant to the Town by the State Division of Conservation Services for reimbursement of up to 56% of all project costs; and to dedicate Jordan Park to park and recreation purposes under G.L. Ch. 45, Sec. 3; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectman Crawford to see if the Town will vote to authorize the Board of Selectmen to make application to the State Division of Conservation Services for a grant through the Parkland Acquisitions and Renovations for Communities (PARC) grant program under 301 CMR 5.00; and accept a PARC Grant that may be awarded to the Town by the State Division of Conservation Services; and to raise and appropriate, transfer or borrow the sum of \$740,800 to defray 100% of all of the project costs of renovating and redeveloping Jordan Park, contingent upon the award of a PARC Grant to the Town by the State Division of Conservation Services for reimbursement of up to 56% of all project costs; and to dedicate Jordan Park to park and recreation purposes under G.L. Ch. 45, Sec. 3; or what action it will take thereon.

2/3 VOTE REQUIRED

Board of Selectman gave a favorable recommendation to Article 11
Finance Committee gave a favorable recommendation to Article 11

Several questions and comments were heard from the floor. Selectmen Crawford explained the Town has yet to hear from the State as to whether or not Lynnfield will receive monies from this grant. Confirmation should be within the next couple of weeks.

A motion was made and 2nd to change the wording to read "reimbursement at least 56% of the project". By a voice vote, the Moderator declared this motion passed in the 2/3 majority, with one in opposition.

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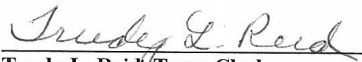


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ARTICLE 11: Continued

ACTION: The motion was made and 2nd. By a voice vote, the Moderator declared Article 11 passed unanimously, with no opposition.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 12: To see if the Town will vote to amend Section 9.5.6 of the Zoning Bylaws [Planned Village Development District (PVDD) Prohibited Uses or Activities] by adding to the end thereof:

- 15. Adult uses as defined in Section 8.5.2 Adult Uses Definitions and
- 16. Medical Marijuana facilities as defined Section 8.7.3 Medical Marijuana Definitions

or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Chairman Nelson to move that the Town vote to amend Section 9.5.6 of the Zoning Bylaws [Planned Village Development District (PVDD) Prohibited Uses or Activities] by adding to the end thereof:

15. Adult uses as defined in Section 8.5.2 Adult Uses Definitions and

16. Medical Marijuana facilities as defined Section 8.7.3 Medical Marijuana Definitions

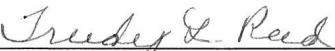
Motion was 2nd

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 12
Finance Committee gave a favorable recommendation to Article 12
Planning Board gave a favorable recommendation to Article 12

ACTION: By a voice vote, the Moderator declared Article 12 passed unanimously with no opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 13: To see if the town will vote to amend the Zoning Bylaws as follows:

**Section 8 SPECIAL PERMITS
Section 8.5 Adult Uses**

8.5.3.2 Location

By adding before the existing paragraph a separate paragraph:

An adult use may be located only within the Commercial District within the Town.

or what action it will take thereon. Submitted by the Planning Board

MOTION made by Planning Board member John Faria to move that the Town vote to amend the Zoning Bylaws as follows:

**Section 8 SPECIAL PERMITS
Section 8.5 Adult Uses**

8.5.3.2 Location

By adding before the existing paragraph a separate paragraph:

An adult use may be located only within the Commercial District within the Town.

Motion was 2nd

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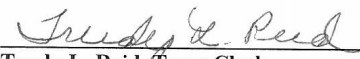
ARTICLE 13: Continued

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 13
Finance Committee gave a favorable recommendation to Article 13
Planning Board gave a brief presentation

ACTION: By a voice vote, the Moderator declared Article 13 passed
unanimously with no opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 14: To see if the town will vote to amend the Zoning Bylaws as follows:

Delete Section 11.2, Existing Buildings, #3

Delete Section 9.4 Wireless Communication District

Add a new section under "8. Special Permits", 8.7 Siting of Radio Telecommunications Facilities as follows;

Add a new section under "7.4 Site Plan", 7.4a Additional Requirements for Personal Wireless Service Facilities (PWSF) as follows;

Amend Section 2 Definitions as follows;

8.7 SITING OF RADIO TELECOMMUNICATIONS FACILITIES

8.7.1 Preface

Although not a regulating part of the Section the preface serves to illustrate the limitations that the Town must operate under when reviewing an application.

The Federal Telecommunications Act of 1996, 47 U.S.C. § 332 (the "TCA") significantly limits the ability of state and local authority to apply zoning regulations to wireless telecommunications.

Under the TCA, the power of local governmental authorities to regulate the placement, construction and modification of personal wireless services is tempered by the proviso that such regulation shall neither discriminate among providers of personal wireless service nor prohibit, or have the effect of prohibiting, the provision of personal wireless service. For example the denial of an individual permit could amount to a prohibition of service if the service could only be provided from a particular site.

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ARTICLE 14: Continued

The TCA does grant local authorities the first say in determining where and how to construct personal wireless services provided that said review is acted upon "within a reasonable period of time" 47 U.S.C. § 332(7)(B)(ii). However, if a local authority's actions violate the provisions of the TCA or denies a request the court has the authority to grant the wireless provider its original request, 47 U.S.C. § 332(7)(B)(iii).

The TCA closed the door on any Radio Frequency emissions arguments; no local government may regulate the placement, construction, and modification of personal wireless service facilities on the basis of the environmental effects of radio frequency emissions to the extent that such facilities comply with the FCC regulations, 47 U.S.C. § 332(7)(B)(iv).

The Middle Class Tax Relief and Job Creation Act of 2012, section 6409, states that local government may not deny, and shall approve, any eligible facilities request for a modification of an existing wireless tower or base station that does not substantially change the physical dimensions of such tower or base station.

8.7.2 Purpose

The purpose of the Bylaw is to establish general guidelines for the siting of Radio Telecommunication Facilities, (RTF). The goal of the Bylaw is,

1. To enable RTFs to benefit the people of Lynnfield.
2. To minimize the total number of RTF towers throughout the community.
3. To ensure that the benefits of RTFs outweigh potential detrimental impacts on the Town's scenic and historic assets, safety, health, environment, general welfare, values and quality of life.
4. To make all RTF locations available for local municipal agencies use where feasible.
5. To encourage the location of Personal Wireless Service Facility (PWSF) towers on municipal, general business, commercial, or limited industrial zoned land.

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ARTICLE 14: Continued

6. To encourage owners of PWSF towers to locate them, to the extent possible, in areas where the adverse impacts on adjacent properties of the community is minimal.

7. To require, when technically possible, the co-location of new and existing PWSFs.

8.7.3 Scope of Authority.

Pursuant to the purposes stated in the Zoning Bylaw the Town will exercise its bylaw authority within the following scope:

To ensure that RTF's comply with local, state and federal regulations.

To ensure that the location, height and design of RTFs are subject to a public review process.

8.7.4 Special Permit Granting Authority (SPGA)

The Special Permit Granting Authority (SPGA) shall be the Zoning Board of Appeals (the "Board").

8.7.4.1 Location

The Siting of RTF's is applicable to all zoning districts throughout the Town.

8.7.5 Personal Wireless Service Facilities (PWSFs)

8.7.5.1 Applicability

A PWSF may be erected, installed or modified upon issuance of a special permit in compliance with the provisions of the bylaw, whether the PWSF is considered a principal use or an accessory use.

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8.7.5.2 Exemptions

- 1 A PWSF is exempt from the special permit requirement if it is an Indoor RTF, including but not limited to internet-connected "femtocells," distributed antenna systems, and bi-directional amplification systems.
- 2 An Eligible Facilities Request for a modification is exempt, however an updated Site Plan shall be required by the SPGA
3. Antennae and directly related facilities used exclusively for communication for the purpose of federally licensed amateur radio operators shall be exempt.

8.7.5.3 PWSF Preference Installation Types

The following list of PWSF Installation Types is presented in order of preference hence forming a hierarchy structure.

8.7.5.3.1 First Preference Type (highest)

PWSF located on existing conforming structures, as permitted in the underlying districts. Panels, antennae and associated equipment may be approved as accessory uses. The intent of the First Preference Type is to allow such facilities to be located in or on structures appropriately screened and/or camouflaged pursuant to this Section 8.7. When possible the facility shall be mounted inside an existing structure, modification of a structure may be permitted.

For example, but not limited to, a church steeple which is 20 feet in height then rises 50 feet as a thin spiral tube (antenna), would not be considered an acceptable permitted structure, it is an attempt to skirt around the Section.

8.7.5.3.2 Second Preference Type

The following PWSF Installation Types are of equal preference to one another, and collectively are subordinate to the First Preference:

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Collocation. A PWSF may employ Site-Sharing with an existing PWSF or Collocate on an existing structure, to the extent that such is found by the SPGA to be consistent with the purposes and standards established in the bylaw.

Existing Utility Infrastructure. A PWSF may Collocate on existing utility infrastructure such as transmission lines, utility poles or streetlights using unobtrusive architectures such as Distributed Antenna Systems (DAS). With respect to the use of utility poles, collocation on existing utility poles (and replacements thereof) is preferred above the installation of new utility poles in public ways. In neighborhoods with underground utilities, pole-mounted PWSF on existing utility infrastructure are discouraged in favor of less visually obtrusive alternatives, such as placing a small antenna installation on existing utility poles on a nearby street.

Other Implementations. A PWSF may be located using innovative alternatives that are in keeping with the purpose and intent of the Bylaw provided the SPGA determines that such is an acceptable second preference and does not rise to a Third Preference.

8.7.5.3.3 Third Preference Type:

Antenna Tower. A PWSF which requires the construction of a new Antenna Tower are least on the order of preference. When nothing else meets the needs specified by the Telecommunications Act of 1996 only free standing monopoles, with associated antennae and/or panels, shall be allowed as specified below. Lattice style towers and similar facilities requiring three or more legs and/or guy wires for support are not allowed.

8.7.5.3.4 Waiver of Preferences

The SPGA may waive the preference orders designated for siting and types of PWSF pursuant to Other Implementations upon a written finding that the siting at a location of lesser preference, or the installation of a

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PWSF type of lesser preference, would achieve a similar coverage result consistent with the purposes of the bylaw.

8.7.5.4 General

8.7.5.4.1 Use

PWSFs shall only be employed for the purpose of delivering PWS to subscriber devices or supporting public safety communications, and shall not be used for storage, office, manufacturing, repair, or other activities, unless separately permitted in the underlying district.

PWSF which includes, but are not limited to, monopoles, satellite dish(es) over three (3) feet in diameter or antenna, shall only be erected or installed if in compliance with the provisions as set forth herein.

Whenever possible, PWSF shall be located in non-residential zoning districts and shall be suitably screened from abutting and residential neighborhoods.

Any proposed construction of a replacement PWSF facility that substantially changes the physical dimensions, such as but not limited to an extension in the height, shall be subject to a new application for a permit.

An undertaking shall be required, secured by a BOND appropriate in form and amount for removal of the PWSF within 6 months of cessation of operation of said facility or such other activity which may be appropriate to prevent the structures from becoming a nuisance or aesthetic blight.

8.7.5.4.2 Demonstration of Need.

Needs are relative to the Town of Lynnfield's geographic area and 0.25 mile outside the Town limits, "Coverage Area".

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Need for Service. The Applicant must demonstrate the service objectives in Lynnfield that the proposed PWSF will address in whole or in part. Such demonstration shall include:

- .a written evidence including technical documentation demonstrating that there is a substantial deficiency in the Applicant's provision of service to Lynnfield, a coverage gap.
- .b detailed information about all existing and pending PWSFs and their associated coverage maps;
- .c information about terrain, vegetation and land use within the proposed coverage area that results in the deficiency;
- .d network performance factors; and
- .e other information relevant to the Applicant's service objectives, or as may be required by the SPGA.

Need for Location. The Applicant must provide substantial written evidence including documentation showing how the improved service could not be substantially provided by utilizing one or more locations of higher preference as described in Section "PWSF Installation Types" or, alternatively, as described in Section "PWSF Installation Types - Waiver of Preferences"

Additionally for a "Third Preference Type" the following information shall be prepared by one or more professional engineers for the Coverage Area.

- (a) Describe the capacity of the facility, the number and type of panels, antenna and/or transmitter /receivers that it can accommodate and the basis for these calculations. The applicant shall provide information concerning the foreseeable industry growth needs for the facility's use for the succeeding ten (10) years.

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(b) Demonstrate that no existing facility can accommodate the applicants proposed facility. Evidence submitted to demonstrate such shall consist of the following:

(i) No existing facility is located within the coverage area, which can meet the applicant's engineering requirements.

(ii) Existing facilities are not of sufficient height to meet the applicant's engineering requirements.

(iii) Existing facilities do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.

(iv) Fees, costs, or contractual provisions required by an owner in order to share an existing facility or to adapt an existing facility for sharing are determined to be unreasonable. The total cost to construct a new independent facility, which meets the requirements of the section, is presumed to be unreasonable.

(v) Other limiting factors that render existing facilities unsuitable.

(c) Provide an alternative analysis that considers the tradeoffs between Preference Types, location, height, capacity, number, separations, and economic factors of the proposed facility.

(e) Provide an inventory of existing facilities that are within the coverage area. Said inventory shall include information about the location, height, design, and capacity of each facility.

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(f) Co-location PWSF shall be designed to accommodate the maximum number of providers technologically practical and such maximum number specified. The intent of the requirement is to reduce the number of antennas, which will be required to be located within the coverage area.

8.7.5.4.3 Availability of Alternatives.

The SPGA may require the Applicant to consider specific potential alternatives at any level of the hierarchy in Section "PWSF Installation Types" if the SPGA determines that such locations may better achieve the purposes established in the bylaw.

8.7.5.4.4

8.7.5.4.5 Height and Setbacks.

Height of an Antenna Tower & Antenna shall be measured from ground level at the base of that item regardless of location of base.

PWSF Non-Residential.

PWSFs in PWSF Non-Residential locations may exceed the height limit of the underlying district, whether attached to existing structures or mounted on new Antenna Towers, subject to the following criteria:

Non Residential Height.

1. New Antenna Towers in PWSF Non-Residential locations are limited to the minimum height necessary to accommodate the anticipated and future use but in no case above 100 feet. in height.

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2. Subject to the following findings, and such findings as required for issuance of a waiver pursuant to Section PWSF Preference Installation Types - Waiver of Preferences, the SPGA may approve a PWSF Antenna Tower at a height up to 150 feet in height upon a written finding that:

Such greater height is more consistent with the purposes established by the bylaw than a lesser height;

The PWSF Antenna Tower is at least 1.5 times its height from the nearest residential property line;

The PWSF Antenna Tower is at least 1.0 times its height from the property line of the parcel it resides upon; and

The PWSF is screened from view to residential buildings, public or private ways, and public or private conservation land by existing terrain, vegetation, camouflage and/or development.

Non-Residential Setbacks.

1. PWSFs must satisfy the property line setbacks of the underlying district.

2. PWSF Antenna Towers that are greater than the height limit of the underlying district shall be set back from all parcels in residential districts by a minimum of 1.5 times the height, including appurtenances.

3. On existing structures, PWSF Antenna Towers that are greater than 15 feet above the height of the structure shall be set back from all parcels in residential districts by a factor of 1.5 times the height, including appurtenances.

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PWSF Residential:

PWSFs in PWSF Residential locations may exceed the height limit of the underlying district, whether attached to existing structures or mounted on new Antenna Towers, subject to the following criteria:

Residential Height.

1. New Antenna Towers in PWSF Residential locations are limited to:

Sixty feet above ground in areas where there is no significant tree cover; or

Ten feet above the average existing tree cover within a 150 foot radius; or

Such lesser height that the SPGA finds is appropriate for the site of the PWSF based on the purposes and standards established in the bylaw.

2. Subject to the following findings, and such findings as required for issuance of a waiver pursuant to Section PWSF Preference Installation Types - Waiver of Preferences, the SPGA may approve a PWSF Antenna Tower at a height of between 60 feet and 150 feet upon a finding that:

the location of the Antenna Tower is visually remote from surrounding residential uses; and

such height increase is consistent with the purposes and standards established in the bylaw.

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Residential Setbacks.

1. PWSFs must satisfy the property line setbacks of the underlying district.
2. PWSF Antenna Towers that are greater than the height limit of the underlying district shall be set back from all parcels in residential districts by a factor of 1.5 times the height above ground of the Antenna Tower, including appurtenances.
3. On existing structures, PWSF Antenna Towers that are greater than 12 feet above the height of the structure shall be set back from all parcels in residential districts by a factor of 1.5 times the height above ground of the tower, including appurtenances.

Additional Required Setbacks.

In all districts, PWSFs shall be placed no closer than 3 times the height of the Antenna Tower to an existing Dwelling, School, Child Care Facility, Nursing or Convalescent Home, or an Assisted Living Facility.

8.7.5.4.7 Special Permits Criteria.

In addition to the standards of this Section the SPGA shall review the Special Permit application for compliance with the Zoning Bylaw Section "Site Plan Approval" which is part of the required application material.

8.7.5.5 Application Procedures.

The Application Phase of the process begins with the receipt by the SPGA of a complete application including all material required by the Zoning Bylaw and any applicable regulations.

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Timing.

The application procedures for a Special Permit or for those only requiring a Site Plan shall follow the procedures as specified in MGL c40A s9

Completeness Review.

Within 30 days of receipt, the SPGA or its designee shall review the application for consistency and completeness with respect to the Application Requirements in the bylaw and any applicable regulations and shall notify the Applicant in writing of any deficiency in the completeness of the application.

Final Action.

The SPGA shall take regulatory notice of the Federal Communications Commission (FCC) presumption that the final action of the SPGA on a new Antenna Tower should take no more than 150 days from the date of receipt of the completed application, and that final action on a Collocation or Site Sharing application should take no more than 90 days from the date of receipt of the completed application except upon written extension of these timelines by mutual agreement between the SPGA and the Applicant.

Modification to Existing PWSF.

A modification of an existing Special Permit and/or a new Special Permit is required for any change in the facility that would be visible from an adjacent property boundary, including but not limited to an increase in height, bulk, surface area presented to one or more viewpoints, size or quantity of any exterior elements of an individually permitted PWSF, including without limitation, additions or changes to outdoor equipment or antennas. Said modifications are exclusive of those classified under an Eligible Facilities Request.

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Site Plan Review.

Nothing in this section is intended to exempt PWSF from the requirement to receive Site Plan Approval as described elsewhere in the Zoning Bylaw.

Consultant Review.

When considering an application, new or modification, for a PWSF, the SPGA may determine the need for the assistance of a consultant expert in matters involving the placement (which includes coverage area), construction, and/or modification of PWSFs to review applicants compliance with ALL requirements of the Zoning Bylaw and the Telecommunications Act of 1996, at the Applicant's expense pursuant to G.L. c. 44 s. 53G. To make the most productive use of the limited time authorized by the FCC to hear the application, the SPGA may at its discretion engage a consultant immediately upon receipt of an application.

8.7.5.6 Decision

The Decision along with the applicable site plan shall be in writing and dated. A copy of all material shall also be filed with the Zoning Enforcement Officer.

The Special Permit shall lapse within two (2) years unless substantial use or construction has commenced as specified in MGL c40A s9.

8.7.5.6.1 Required Findings.

To approve a Special Permit for a PWSF, the SPGA must make the following findings:

Note; some findings may require certification by an appropriate engineer with verification from the SPGA' Consultant.

- .1 That the Applicant or co-Applicant has:
 - .a demonstrated that it has sufficient leasehold or other legal interest in the proposed site to construct the PWSF;
 - .b provided a written assent to the Town that the Applicant will allow Site-Sharing, to the extent reasonably practicable in a nondiscriminatory manner;

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- .2 That the proposed PWSF (with conditions, if applicable):
 - .a is compatible with Lynnfield's character and is designed and screened in a manner that is sensitive to the surrounding neighborhood as well as the community at large;
 - .b protects adjacent properties from unreasonable risks of PWSFs, to the extent permitted by law, including without limitation excessive noise levels, falling objects, fuel spills, and attractive nuisance;
 - .c if the proposed PWSF will Site-Share with an existing PWSF(s), that such Site Sharing is found by the SPGA to be consistent with the purposes established in this bylaw;
 - .d conforms with the PWSF Location and PWSF Installation preferences of Section "PWSF Preference Installation Types" to conform with the purposes established in the bylaw;
 - .e if proposed as a new Antenna Tower, the Applicant has documented that no combination of one or more alternative Collocations and/or Site Sharing can:
 - .1 substantially satisfy the Applicant's coverage objectives; and
 - .2 present a substantially less detrimental impact on Lynnfield.and documented that a higher Preference Type can not satisfy the Applicant's coverage.
 - .f satisfies the Purposes established by the Zoning Bylaw and, without limitation, the specific requirements and guidelines established in the bylaw; and
 - .g if applicable, that:

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- .1 Existing vegetation will be preserved or improved, and disturbance of the existing topography has been minimized; or
- .2 Proposed manipulation of vegetation and disturbance of topography results in a lesser visual impact.

8.7.5.6.2 Form of Decision.

The SPGA may approve, approve with conditions, or deny an application. The Decision of the SPGA shall be timely, in writing, and based upon substantial evidence in the written record.

Approval

Any approved Special Permit shall authorize specific PWS provider(s) and specific wireless service(s) to be operated by the Applicant(s) at the Antenna height(s) or positions specified in the application or approval document.

Approval with Conditions.

The SPGA may impose conditions as deemed necessary to protect the interests of the neighborhood in which a PWSF is located.

Every Permit shall be conditioned upon a requirement that the PWSF owner shall make available to a number of other telecommunications companies use of the facility equal to the number determined to be the maximum number technologically practical under Section "Co-location" on commercially reasonable rates and terms, which take into consideration the cost of the facility. The proposed rates and terms shall show plainly all requisite detail fully to explain the basis of such charges and terms; in the event of disagreement between the Permit holder and the proposed lessee, the matter shall be submitted for resolution to the Massachusetts Department of Energy and Telecommunications ("DTE") pursuant to 220 CMR 5.00, as amended, and any other applicable law and compliance with the decision of the DTE shall be compliance with this provision of this Bylaw.

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For any condition that the SPGA establishes with reporting or monitoring requirements, including without limitation noise or radio frequency emissions, the SPGA shall seek the advice of an expert in the relevant field pursuant to Section "Consultant Review" to identify the least burdensome protocol that is consistent with a legitimate public purpose identified by the SPGA.

Denial

Any denial shall be in writing and supported by substantial evidence

A denial if the petitioner does not fulfill or address the requirements of these regulations to the satisfaction of the Board may also be cause.

8.7.5.6.3 Waivers.

The SPGA may at its discretion authorize waivers in the Special Permit Approval with respect to the order of "Preference Types" and any dimensional or other requirements of Section "Height and Setbacks" upon a written finding that such waiver will achieve better results consistent with the purposes and standards established in this Section "Personal Wireless Service Facilities (PWSFs)"

8.7.5.6.4 Removal of Abandoned Antenna Towers and PWSFs.

Any PWSF Antenna Tower, PWSF Communications Device, or PWSF, that is not operated for a continuous period of six (6) months shall be considered abandoned.

The owner of said Antenna Tower, Communications Device, or PWSF shall remove same within ninety (90) days of receipt of notice from the Town notifying the owner of such abandonment. If such Antenna Tower, Communications Device, or PWSF is not removed within said ninety (90) days, the Town may cause such to be removed at the joint and several expense of the said owner and the owner of the lot on which such structure is located.

For a site with two or more users said removal is limited to the user(s) that are considered abandoned. Additionally for these multi user sites the height may be reduced to that required by the remaining user(s). If the permit holder for the tower ceases operation, the remaining users may be required to apply for a new Special Permit.

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ARTICLE 14: Continued

8.7.6 Severability

Every provision of the section is intended to be severable, and the invalidity or illegality of any portion of said section shall not affect the validity or legality of the remainder hereof but shall remain in full force.

Add a new section under "7.4 Site Plan", 7.4a Additional Requirements for PWSF as follows;

7.4a Additional Requirements for PWSF

When reviewing the construction, erection, installation and/or placement of a PWSF the SPGA, in addition to the requirements of 7.4 "Site Plan Approval" shall also be based upon the following visual guidelines:

Concealment. To the maximum extent practicable, PWSFs shall conceal equipment, cables, and antennas within architectural surfaces that are ordinary and consistent with the context of the PWSFs Lynnfield environs, such as steeples, concealed-antenna monopoles, flagpoles, smokestacks, faux chimneys and cupolas.

Screening, Camouflage and Landscaping. Wherever possible, PWSF shall be sited so as to minimize the visibility of such devices from adjacent property and shall be screened from abutters in residential neighborhoods. Where elements of a PWSF will be visible to residential parcels and public or private ways, PWSFs shall employ screening and/or camouflage methods that are consistent with the context of the surrounding area such as fencing, vegetation, and paint color or patterns to match underlying surfaces in order to mitigate any undesirable visual bulk and distraction. Installation of free-standing PWSF shall minimize the removal of trees and other existing vegetation.

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ARTICLE 14: Continued

Scale. The visual characteristics of a PWSF shall be minimized with respect to scale, such as a dominant or looming visual experience, disproportion to the site and its surroundings, or undesirable shadowing impacts.

Color. Free-standing, wall mounted and roof-mounted devices may be required to be painted or otherwise colored or finished in a manner which aesthetically minimizes the visual bulk of the devices to the surrounding landscape or on the building or structure to which they are attached.

Signs. There shall be no advertising permitted on or in the vicinity of PWSF. There shall only be a sign not exceeding four square feet in area at each PWSF which shall display a phone number where the person responsible for the maintenance of the PWSF may be reached on a 24 hour basis.

Lighting. Night lighting of towers shall be prohibited unless required by the Federal Aviation Administration or other State or Federal agencies having jurisdiction of the same. Outdoor lighting of PWSFs shall be limited to that which is necessary for security and temporary maintenance at the discretion of the SPGA.

Maintenance. The visual characteristics of a PWSF shall be maintained, repaired and replaced as necessary and as an ongoing condition of compliance to retain the characteristics approved by issuance of a special permit.

Parking. There shall be a minimum of one (1) parking space for each facility, to be used in connection with the maintenance of the site, and not to be used for the permanent storage of vehicles or other equipment.

Prohibitions. The following are specifically prohibited:

Lattice style Antenna Towers and facilities requiring three or more legs and/or guy wires for support; and

Fences utilizing razor wire or barbed wire or similar wire types.

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ARTICLE 14: Continued

Every provision of the section is intended to be severable, and the invalidity or illegality of any portion of said section shall not affect the validity or legality of the remainder hereof but shall remain in full force.

Section 2 DEFINITIONS

Delete in present Zoning Bylaw the following definitions;

- 2.12 Wireless Communication Facility
- 2.13 Wireless Communication Services
- 2.14 Facade-Mount Antennas

Add the following to Definitions;

Amateur Radio Service: That category of Radio Telecommunication that is regulated under 47 CFR §97 as defined in §97.3(a)(4): "A radio communication service for the purpose of self-training, intercommunication and technical investigations carried out by amateurs, that is, duly authorized persons interested in radio technique solely with a personal aim and without pecuniary interest."

Antenna: A device that includes conductive surfaces that transmit and/or receive Radio Telecommunications. Examples of Antenna types include dish, panel, vertical (e.g. "whip" and "collinear"), horizontal (e.g. "beam," "yagi" and "log-periodic").

Antenna Tower: A Tower that is constructed for the primary purpose of supporting one or more Antennas.

Co-location, collocation: "The mounting or installation of an antenna on an existing tower, building or structure for the purpose of transmitting and/or receiving radio frequency signals for communication purposes." (Source: Nationwide Programmatic Agreement for the Collocation of Wireless Antennas, FCC et al, 2001).

Concealed Antenna Monopole: A Monopole that fully contains Antennae and cables concealed within its tubular outer surface.

Town of Lynnfield



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ARTICLE 14: Continued

Earth Station: An RTF that communicates using man-made or natural satellites by transmitting and/or receiving Radio Telecommunication with the aid of such satellites, provided that any RTF that may otherwise qualify as both an Earth Station and either an Amateur Radio Service or a Subscriber Antenna, shall not be regulated as an Earth Station under the Bylaw.

Eligible Facilities Request: Any request for modification of an existing PWSF that involves one or more of the following;

- 1 collocation of new transmission equipment
- 2 removal of transmission equipment
- 3 replacement of transmission equipment provided that such modification does not substantially change the physical dimensions of the PWSF.

Essential services: Services provided by a public service corporation, as defined in G.L. c. 40A, s. 3, or by governmental agencies through erection, construction, alteration, or maintenance of gas, electrical, steam, or water transmission or distribution systems and collection, communication, supply, or disposal systems whether underground or overhead, but not including PWSFs. Facilities necessary for the provision of essential services include poles, wires, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants and other similar equipment in connection therewith. Specifically excluded from the definition are buildings and overhead transmission towers. A PWSF shall not be construed as an essential service.

Fixed Wireless Signals: "Any commercial non-broadcast communications signals transmitted via wireless technology to and/or from a fixed customer location. Fixed wireless signals do not include, among other things, AM radio, FM radio, amateur ("Ham") radio, Citizen's Band (CB) radio, and Digital Audio Radio Service (DARS) signals." (47 CFR 1.4000 in effect as of February 10, 2011).

Indoor RTF: RTFs that are all of the following: indoors, essentially not visible to persons off the parcel, and require no modification of structure or exterior surfaces to be installed and operate

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ARTICLE 14: Continued

Monopole: A Tower that is a self-supporting vertical pole, with no guy wires, that supports Antennae and through the interior of which Antennae and control cables are routed to maintain an uncluttered continuous exterior surface. Antennae are mounted to Monopoles in several fashions, including those mounted on wide frames or platforms extending from the Monopole surface, surface-mounted to the pole exterior (sometimes called "flush mounts"), concealed within the pole's surface (see Concealed Antenna Monopole) or disguised by materials such as those emulating natural vegetation.

Other Radio Service: Those Radio Telecommunications that are not Personal Wireless Services or Amateur Radio Services.

Personal Wireless Service (PWS): That category of Radio Telecommunication that is subject to the National Wireless Telecommunications Siting Policy (Section 704 of the Telecommunications Act of 1996 and codified in 47 USC §332(c)(7)).

Personal Wireless Service Facility (PWSF): An RTF that provides Personal Wireless Services to subscriber devices. A PWSF consists of all equipment including but not limited to, structures, materials, cabling, electronic sub-assemblies, antennas and customer-side utility interfaces used by an individual provider of Personal Wireless Services at one site.

Exceptions:

1. Consumer-grade PWS devices that are authorized by the carrier and installed by the subscriber to reinforce local service;
2. PWS devices and networks that are installed inside a building to serve the occupants of the building.

Note, it is important to distinguish between a structure that may be part of a PWSF and the PWSF itself: A Tower is not a PWSF, although it may be a component of one or more PWSFs at a site.

PWSF Site-Sharing: The placement of a PWSF at a tower, building or structure that already has one or more PWSFs installed on such building, tower or structure. Site-Sharing is one form of collocation.

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ARTICLE 14: Continued

Radio Frequency (RF): That portion of the electromagnetic spectrum regulated by the Federal Communications Commission.

Radio Telecommunication: The transmission and/or reception of information, including but not limited to voice, video, data or radio location signals, by means of RF transmissions through the atmosphere.

Radio Telecommunication Facility (RTF): Any installation for the purpose of Radio Telecommunication.

Subscriber Antenna: Pursuant to 47 CFR 1.4000, an antenna that is both:

- a. located on property within the exclusive use or control of the Antenna user where the user has a direct or indirect ownership or leasehold interest in the property; and
- b. that is one meter (3.28± feet) or less in diameter that is used to receive (and transmit, as applicable):
 1. direct broadcast satellite service, including direct-to-home satellite service,
 2. fixed wireless signals, whether via satellite or not;
 3. video programming services via multipoint distribution services, including:
 - i. multichannel multipoint distribution services,
 - ii. instructional television fixed services,
 - iii. local multipoint distribution services,
 - iv. fixed wireless signals other than via satellite, and/or
 - v. an antenna that is used to receive television broadcast signals;

Tower: Any structure that is not habitable, has proportions of which the height is substantially greater than the largest dimension of its horizontal cross-section, is greater than 12 feet in height when attached to a building or other structure, and/or exceeds the height limit of the district within which it is constructed, whether or not attached to

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ARTICLE 14: Continued

another structure. Examples of Tower types include "lattice" (open frame, truss-type construction) and "monopole" (tubular construction, defined herein).

or what action it will take thereon. Submitted by the Planning Board

MOTION was made by Planning Board member Alan Dresios to move Article 14 as written in the Warrant. Motion was 2nd.

A brief presentation was given by Mr. Dresios.

By deleting Section 11.2, Existing Buildings, #3

By deleting Section 9.4 Wireless Communication District

By adding a new section under "8. Special Permits", 8.7 Siting of Radio Telecommunications Facilities as it appears in the October 20, 2014 Special Town Meeting Warrant.

By adding a new section under "7.4 Site Plan", 7.4a Additional Requirements for Personal Wireless Service Facilities (PWSF) as it appears in the October 20, 2014 Special Town Meeting Warrant.

By amending Section 2 Definitions as it appears in the October 20, 2014 Special Town Meeting Warrant.

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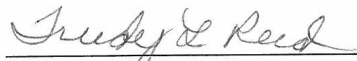
ARTICLE 14: Continued

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 14

ACTION: By a voice vote, the Moderator declared Article 14 passed unanimously with no opposition.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 15: To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pizzuti Way, as shown on a plan entitled "Street Acceptance Plan / Pizzuti Way / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 10, 2012, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Selectman Terranova to move that the Town vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pizzuti Way, as shown on a plan entitled "Street Acceptance Plan / Pizzuti Way / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 10, 2012, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way.

Motion was 2nd

MAJORITY VOTE REQUIRED

Board of Selectman gave a favorable recommendation to Article 15
Finance Committee gave a favorable recommendation to Article 15
Planning Board gave a favorable recommendation to Article 15

ACTION: By a voice vote, the Moderator declared the motion passed unanimously with no opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 16: To see if the Town will vote to amend Chapter 5 [Regulations Governing Persons and Property], Section 23 [Regulations of Solicitors and Canvassers] of the General By-Laws of the Town of Lynnfield as follows:

Add new Section 1A to read:

Section 1A - Exceptions

The provisions of this Bylaw shall not apply to the following persons:

- A. Any person duly licensed under Chapter 101 of the General Laws or any persons exempted under Chapter 101, Chapter 149, Section 69, Chapter 180, Section 4, or any other General Law.
- B. Any officer or employee of the Town, county, state or federal government on official business; or
- C. Route salespersons or other having established customers making periodic deliveries to such customers or making calls upon prospective customers to solicit order for periodic route deliveries, including but not limited to news carriers.

Add new sub-section (i) to Section 4 to read:

- (i) If applicant is operating or being transported by a motor vehicle, the year, make, model, color, registration number, state of registration, owner's name and address of each such vehicle; and

Add new Section 8A to read:

Section 8A – Residential Property

No person shall engage in solicitation or canvassing in or upon any residential property upon which is displayed a sign prohibiting trespassing, or solicitation or canvassing.

Add new Section 13A to read

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ARTICLE 16: Continued

Section 13A - Renewal of License

A license issued under the provisions of this by-law may be renewed by the Chief of Police. An applicant requesting a renewal of a license must apply in person for such license renewal, and provide such information and pay such fees as is required to obtain an initial license, or what action it will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectmen Crawford to move that the Town vote to amend the General By-Laws of the Town of Lynnfield by amending Chapter 5 [Regulations Governing Persons and Property], Section 23 [Regulations of Solicitors and Canvassers as printed in the Warrant:

Add new Section 1A to read:

Section 1A - Exceptions

- A. The provisions of this Bylaw shall not apply to the following persons:
Any person duly licensed under Chapter 101 of the General Laws or any persons exempted under Chapter 101, Chapter 149, Section 69, Chapter 180, Section 4, or any other General Law.
- B. Any officer or employee of the Town, county, state or federal government on official business.
- C. Route salespersons or other having established customers making periodic deliveries to such customers or making calls upon prospective customers to solicit order for periodic route deliveries, including but not limited to news carriers; or
- D. Any person or persons canvassing or soliciting for political, religious and philanthropic purposes.

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ARTICLE 16: Continued

Add new sub-section (i) to Section 4 to read:

- i. If applicant is operating or being transported by a motor vehicle, the year, make, model, color, registration number, state of registration, owner's name and address of each such vehicle; and

Add new Section 8A to read:

Section 8A – Residential Property

No person shall engage in solicitation or canvassing in or upon any residential property upon which is displayed a sign prohibiting trespassing, or solicitation or canvassing.

Add new Section 13A to read

Section 13A - Renewal of License

A license issued under the provisions of this by-law may be renewed by the Chief of Police. An applicant requesting a renewal of a license must apply in person for such license renewal, and provide such information and pay such fees as is required to obtain an initial license.

Motion was 2nd.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 16

Finance Committee gave a favorable recommendation to Article 16

A resident asked a question regarding non-profits soliciting donations at street corners within town limits. Said resident was advised by Town Counsel Tom Mullin this type of conduct does not fall under this particular bylaw.

Town of Lynnfield



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ARTICLE 16: Continued

ACTION: By a voice vote, the Moderator declared Article 16 passed unanimously with no opposition.

ATTEST:

A handwritten signature in cursive script, reading "Trudy L. Reid", is written over a horizontal line.

Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 17. To see if the Town will vote to amend the General By-Laws of the Town of Lynnfield by deleting existing Section 17A of Chapter 5 thereof and adding a new Section 17A as follows:

SECTION 17A- DOG LICENSING AND FEES

1. All dogs must be licensed on or before March 1st of each license period in accordance with the requirements of MGL Chapter 140 section 137 as amended. The license period is from January 1st through December 31st.

2. No application for licensing of a dog shall be accepted by the Town Clerk unless it is accompanied by a certificate of vaccination against rabies, which shall comply with the requirements of MGL Chapter 140, section 145B as amended.

License fees for dogs are as follows:

Neutered Males and Spayed Females	\$ 5.00
Un-spayed Females	\$10.00

Kennels – the owner or keeper of a pack or collection of more than 4 dogs, 3 months old or older, on a single premises, shall obtain one of the below types of kennel licenses, as defined in MGL Chapter 140, section 136A and pay the required annual fee:

	4 dogs <u>Or less</u>	5 to <u>10 dogs</u>	11 or more <u>dogs</u>
Commercial Boarding or Training Kennel:	\$100	\$200	\$300
Commercial Breeder Kennel:	\$100	\$200	\$300
Domestic Charitable Corporation Kennel:	No fee if incorporated exclusively for purposes outlines in MGL Chapter 140, section 137A (c).		

Town of Lynnfield



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ARTICLE 17: Continued

Personal Kennel:	\$40	\$100	\$200
Veterinary Kennels:	\$100	\$200	\$300

A Kennel License shall be in lieu of licensing dogs individually.

No Kennel License shall be issued or renewed until the premises have been inspected and approved by the Animal Control and / or Board of Health.

Any owner or keeper of a dog who shall fail to comply with the provisions of this section by March 1 in any year shall be subject to a penalty of \$25.00 per dog or \$50.00 per kennel.

Or what action it will take thereon. Submitted by the Board of Selectmen


MOTION was made by Chairman Nelson to move that the Town vote amend the General By-Laws of the Town of Lynnfield by deleting existing Section 17A of Chapter 5 thereof and adding a new Section 17A as it appears in the October 20, 2014 Special Town Meeting Warrant.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation to Article 17
Finance Committee gave a favorable recommendation to Article 17

ACTION: By a voice vote, the Moderator declared Article 17 passed unanimously with no opposition.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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ARTICLE 18. To see if the Town will amend its by-laws to add the following Scenic Road By-law:

SCENIC ROADS

1. PURPOSE - The purpose of this Bylaw is to allow at Town Meeting the recognition of specific roads in Lynnfield as "Scenic Roads." By so doing, the public right-of-way along these roads shall not be altered, improved, or reconstructed without approval. For a road designated a Scenic Road any repair, maintenance, reconstruction, paving or construction of an additional driveway; cutting or removal of trees; the tearing down, burial, relocation, or destruction of stonewalls by any person public or private shall require written consent of the Planning Board. Only public ways and no privately owned properties shall be subject to this Bylaw.

2. AUTHORITY - The enactment of this Bylaw is authorized by Massachusetts General Law Chapter 40, Section 15C.

3. DEFINITIONS

Applicant: any person or entity that undertakes an action requiring prior written consent pursuant to this Bylaw who is therefore required to file an application with the Planning Board.

Repair, Maintenance, Reconstruction or Paving Work: any such work done within the public right-of-way by any person or entity, public or private, including the roadway and/or construction of an additional driveway.

Scenic Road: The entire area within the boundaries of the public right-of-way other than a state highway or a numbered route.

Stone Wall: A structure of natural stone constructed to enclose, divide, or define an area, and located at least partially within the boundaries of the public right-of-way.

Tree: A tree located within the public right-of-way that is larger than 6" DBH (diameter at breast height).

Town of Lynnfield



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ARTICLE 18: Continued

4. DESIGNATION OF SCENIC ROADS

4.1. Considerations for Scenic Road Designation - The determination of which roads or portions of roads to be recommended as Scenic Roads shall consider these criteria:

- a) Overall scenic beauty of the public way.
- b) The contribution of any vegetation, stone walls, fences, shoulders, or tree canopy.
- c) The potential for lessening of scenic beauty, aesthetic value or historical significance.

4.2. Procedures to Designate Scenic Roads - Upon recommendation or request of the Planning Board, Conservation Commission, or Historical Commission, any road shall, upon vote of a majority of the voters present and voting at any annual or special Town Meeting, become a Scenic Road subject to the provisions in this Bylaw, provided that written notice of the article proposing such designation be mailed by the Town Clerk to each residence abutting a way proposed for such designation not less than seven days prior to such Town Meeting.

5) PROCEDURE FOR ACTIONS ON A SCENIC ROAD

5.1. Determination of Applicability - The applicant shall submit a written request to the Town Engineer who shall determine the boundaries of the public right-of-way relative to the location of any specific tree(s) and any specific stonewall(s) to determine the applicability of the Bylaw. A copy of the written request shall also be filed with the Planning Board and the Director of Public Works and/or Tree Warden.

5.2. Scope of Work - The applicant shall deliver to the Planning Board an application with a clear and legible site plan, together with a written description detailing the scope of the proposed work which will cause the Planning Board to schedule a public hearing within a reasonable amount of time.

5.3. Public Hearing Notice - A Notice of Public Hearing shall be advertised in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing, the cost of which shall be born by the applicant.

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ARTICLE 18: Continued

5.4. Director of Public Works and/or Tree Warden - Whenever feasible, Planning Board hearings shall be held in conjunction with those to be held by the Director of Public Works and/or Tree Warden acting pursuant to this Bylaw. Consent to an action by the Planning Board shall not be construed as implying consent by the Director of Public Works and/or Tree Warden, or vice versa.

5.5.) Decision of Board - Within forty-five (45) days after submission, the Planning Board shall conduct a hearing and take final action thereon by approving, modifying, or disapproving the application. Failure of the Board to take final action within the time allotted shall be construed as constructive approval. Extension of time may be agreed upon at the written request of the applicant.

5.6. Appeals Process - The applicant can appeal the decision of the Planning Board to the Board of Selectmen within twenty-one (21) days. The appeal shall be submitted in writing in which the reasons for the appeal are itemized.

5.7. Enforcement - Without waiving any other enforcement authority, violations of the Scenic Road Bylaw shall be punishable by a fine of \$300.00. In addition, the property owner and whoever is responsible for the violation shall be required within sixty (60) days to:

- a. restore any altered stone walls to the condition they were in prior to the alterations, and
- b. plant tree(s) of similar and native in species to those which may have been cut or removed, or
- c. implement other mitigating measures as may be directed by the Planning Board.

The failure of the property owner to restore or mitigate as directed by the Planning Board shall be deemed a subsequent and separate violation. The Planning Board may assess further penalties of up to \$300 for each fourteen- (14-) day period during which any violation has not been corrected as directed by the Planning Board.

6. ACTIONS THAT DO NOT REQUIRE APPROVAL

6.1. Emergency Repair - Nothing in this Bylaw shall prevent any work being performed as the result of emergency conditions that threaten the lives, health, and/or safety of the public.

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ARTICLE 18: Continued

6.2. Normal Repair - The provisions of this Bylaw will not restrict either the Department of Public Works or any utility companies from conducting normal maintenance or repairs.

6.3. Stonewall Repair - A property owner's repair of a stonewall using natural stones and of similar appearance to the original wall shall not be restricted.

7. **SEVERABILITY** - If any section or subsection of this Bylaw is found to be unconstitutional or contrary to the laws of the Commonwealth of Massachusetts or the United States of America then that section or subsection shall be stricken from this Bylaw, and the remainder of this Bylaw shall remain in full force and effect.

or what action it will take thereon. Submitted by the Tree Committee

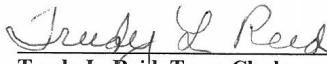
MOTION made by Jane Bandini to move that the Town vote to indefinitely postpone Article 18. Motion was 2nd.

MAJORITY VOTE REQUIRED

The Board of Selectmen recommends indefinite postponement of Article 18.

ACTION: By a voice vote, the Moderator declared the motion to indefinitely postpone Article 18 passed by a majority with one in opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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CLOSING MOTION

MOTION made by Chairman Nelson to move that the town meeting is adjourned sine die.

Motion was 2nd.

MAJORITY VOTE REQUIRED

ACTION: By a voice vote, the Moderator declared the close of the October 20, 2014 Fall Town Meeting adjourn. The motion passed unanimously. The meeting was adjourned at 10:41 PM.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield

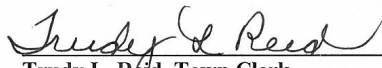


TOWN CLERK
55 Summer Street, Lynnfield, MA. 01940
781-334-9400

APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2014 TO JUNE 30, 2015
TOWN MEETING OCTOBER 20, 2014

ARTICLE 1 -	To raise and appropriate prior year's bills	\$1,902.83
ARTICLE 2 -	To raise and appropriate or transfer from available Funds and reduce certain departmental appropriations, and To supplement certain accounts in the current 2015 Fiscal Year where balances are below projected expenditures (see attached detail)	
	Transfer from free cash – Golf Enterprise	\$95,000.00
	Transfer from free cash – General Fund	\$10,000.00
	Transfer from existing appropriations	\$38,547.94
	Raise and appropriate	\$90,478.67
ARTICLE 3 -	To transfer from receipts reserved for appropriation To make repairs to DPW Garage and transfer from Receipts reserved for appropriation repair or replace Equipment and/or vehicles at King Rail Golf Course	\$12,416.11 \$24,204.87
ARTICLE 4 -	To raise and appropriate to the Other Post Employment Benefits Liability Trust Fund	\$100,000.00
ARTICLE 10 -	To raise and appropriate for Drainage repairs to Various pre-existing drainage pipes and systems Located under the new high school turf fields	\$100,000.00
		<u>\$472,550.42</u>

ATTEST:


Trudy L. Reid, Town Clerk

Articles 1 and 2
October 20, 2014 Special Town Meeting

Article 1

0300-580002	Prior Year's Bills- Raise and Appropriate	1,902.83
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Article 2

Transfer To:

0112252-511000	Town Administrative Salary	25,000.00
0112254-530000	Selectmen-Other Professional Services	11,550.00
0112257-574000	General Liability Insurance	6,000.00
0124052-530010	Town of Wakefield-Professional Services	18,547.94
0175153-	Long Term Interest- Field Project	67,928.67
0300	Fire Chase Vehicle	10,000.00
6353	Golf Capital Design and Site Work	95,000.00
		234,026.61

Transfer From:

0112254-530000	Selectmen-Other Professional Services	20,000.00
0124051-511004	Electrical Inspector Salaries	9,273.97
0124051-511006	Plumbing Inspector Salaries	9,273.97
	Additional Appropriations	90,478.67
	Certified Free Cash- General Fund	10,000.00
	Certified Free Cash- Golf Enterprise	95,000.00
		234,026.61

Prior Year Bills

Amount

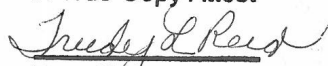
80.72	IamResponding.com
238.21	S&A Auto Supply Inc
549.71	Staples Credit Plan
1,034.19	Dell Marketing
1,902.83	

Vendor

Reason

Dept. Never Received
Invoice Received Late
Invoice Received Late
Invoice Received Late

A True Copy Attest


 Town Clerk

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

WARRANT FOR STATE ELECTION

SS.

To the Constable of the Town of Lynnfield

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in the State Election to vote at

PRECINCTS 1, 2, 3, 4

**LYNNFIELD HIGH SCHOOL GYMNASIUM
275 ESSEX STREET**

on **TUESDAY, THE FOURTH DAY OF NOVEMBER, 2014**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

SENATOR IN CONGRESS	FOR THIS COMMONWEALTH
GOVERNOR AND LIEUTENANT GOVERNOR	FOR THIS COMMONWEALTH
ATTORNEY GENERAL	FOR THIS COMMONWEALTH
SECRETARY OF STATE	FOR THIS COMMONWEALTH
TREASURER	FOR THIS COMMONWEALTH
AUDITOR	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.	SIXTH DISTRICT
COUNCILLOR	SIXTH DISTRICT
SENATOR IN GENERAL COURT	THIRD ESSEX DISTRICT
REPRESENTATIVE IN GENERAL COURT	20 TH MIDDLESEX DISTRICT
DISTRICT ATTORNEY	EASTERN DISTRICT
REGISTER OF PROBATE.	ESSEX COUNTY

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would eliminate the requirement that the state's gasoline tax, which was 24 cents per gallon as of September 2013, (1) be adjusted every year by the percentage change in the Consumer Price Index over the preceding year, but (2) not be adjusted below 21.5 cents per gallon.

A YES VOTE would eliminate the requirement that the state's gas tax be adjusted annually based on the Consumer Price Index.

A NO VOTE would make no change in the laws regarding the gas tax.

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would expand the state's beverage container deposit law, also known as the Bottle Bill, to require deposits on containers for all non-alcoholic non-carbonated drinks in liquid form intended for human consumption, except beverages primarily derived from dairy products, infant formula, and FDA approved medicines. The proposed law would not cover containers made of paper-based biodegradable material and aseptic multi-material packages such as juice boxes or pouches.

The proposed law would require the state Secretary of Energy and Environmental Affairs (EEA) to adjust the container deposit amount every five years to reflect (to the nearest whole cent) changes in the consumer price index, but the value could not be set below five cents.

The proposed law would increase the minimum handling fee that beverage distributors must pay dealers for each properly returned empty beverage container, which was $2\frac{1}{4}$ cents as of September 2013, to $3\frac{1}{2}$ cents. It would also increase the minimum handling fee that bottlers must pay distributors and dealers for each properly returned empty reusable beverage container, which was 1 cent as of September 2013, to $3\frac{1}{2}$ cents. The Secretary of EEA would review the fee amounts every five years and make appropriate adjustments to reflect changes in the consumer price index as well as changes in the costs incurred by redemption centers. The proposed law defines a redemption center as any business whose primary purpose is the redemption of beverage containers and that is not ancillary to any other business.

The proposed law would direct the Secretary of EEA to issue regulations allowing small dealers to seek exemptions from accepting empty deposit containers. The proposed law would define small dealer as any person or business, including the operator of a vending machine, who sells beverages in beverage containers to consumers, with a contiguous retail space of 3,000 square feet or less, excluding office and stock room space; and fewer than four locations under the same ownership in the Commonwealth. The proposed law would require that the regulations consider at least the health, safety, and convenience of the public, including the distribution of dealers and redemption centers by population or by distance or both.

The proposed law would set up a state Clean Environment Fund to receive certain unclaimed container deposits. The Fund would be used, subject to appropriation by the state Legislature, to support programs such as the proper management of solid waste, water resource protection, parkland, urban forestry, air quality and climate protection.

The proposed law would allow a dealer, distributor, redemption center or bottler to refuse to accept any beverage container that is not marked as being refundable in Massachusetts.

The proposed law would take effect on April 22, 2015.

A YES VOTE would expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

A NO VOTE would make no change in the laws regarding beverage container deposits.

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would (1) prohibit the Massachusetts Gaming Commission from issuing any license for a casino or other gaming establishment with table games and slot machines, or any license for a gaming establishment with slot machines; (2) prohibit any such casino or slots gaming under any such licenses that the Commission might have issued before the proposed law took effect; and (3) prohibit wagering on the simulcasting of live greyhound races.

The proposed law would change the definition of “illegal gaming” under Massachusetts law to include wagering on the simulcasting of live greyhound races, as well as table games and slot machines at Commission-licensed casinos, and slot machines at other Commission-licensed gaming establishments. This would make those types of gaming subject to existing state laws providing criminal penalties for, or otherwise regulating or prohibiting, activities involving illegal gaming.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

A NO VOTE would make no change in the current laws regarding gaming.

QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Employees who work for employers having eleven or more employees could earn and use up to 40 hours of paid sick time per calendar year, while employees working for smaller employers could earn and use up to 40 hours of unpaid sick time per calendar year.

An employee could use earned sick time if required to miss work in order (1) to care for a physical or mental illness, injury or medical condition affecting the employee or the employee’s child, spouse, parent, or parent of a spouse; (2) to attend routine medical appointments of the employee or the employee’s child, spouse, parent, or parent of a spouse; or (3) to address the effects of domestic violence on the employee or the employee’s dependent child. Employees would earn one hour of sick time for every 30 hours worked, and would begin accruing those hours on the date of hire or on July 1, 2015, whichever is later. Employees could begin to use earned sick time on the 90th day after hire.

The proposed law would cover both private and public employers, except that employees of a particular city or town would be covered only if, as required by the state constitution, the proposed law were made applicable by local or state legislative vote or by appropriation of sufficient funds to pay for the benefit. Earned paid sick time would be compensated at the same hourly rate paid to the employee when the sick time is used.

Employees could carry over up to 40 hours of unused sick time to the next calendar year, but could not use more than 40 hours in a calendar year. Employers would not have to pay employees for unused sick time at the end of their employment. If an employee missed work for a reason eligible for earned sick time, but agreed with the employer to work the same number of hours or shifts in the same or next pay period, the employee would not have to use earned sick time for the missed time, and the employer would not have to pay for that missed time. Employers would be prohibited from requiring such an employee to work additional hours to make up for missed time, or to find a replacement employee.

Employers could require certification of the need for sick time if an employee used sick time for more than 24 consecutively scheduled work hours. Employers could not delay the taking of or payment for earned sick time because they have not received the certification. Employees would have to make a good faith effort to notify the employer in advance if the need for earned sick time is foreseeable.

Employers would be prohibited from interfering with or retaliating based on an employee’s exercise of earned sick time rights, and from retaliating based on an employee’s support of another employee’s exercise of such rights.

The proposed law would not override employers' obligations under any contract or benefit plan with more generous provisions than those in the proposed law. Employers that have their own policies providing as much paid time off, usable for the same purposes and under the same conditions, as the proposed law would not be required to provide additional paid sick time.

The Attorney General would enforce the proposed law, using the same enforcement procedures applicable to other state wage laws, and employees could file suits in court to enforce their earned sick time rights. The Attorney General would have to prepare a multilingual notice regarding the right to earned sick time, and employers would be required to post the notice in a conspicuous location and to provide a copy to employees. The state Executive Office of Health and Human Services, in consultation with the Attorney General, would develop a multilingual outreach program to inform the public of the availability of earned sick time.

The proposed law would take effect on July 1, 2015, and states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

A NO VOTE would make no change in the laws regarding earned sick time.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 29th day of September, 2014.
(month)

David M. Kehr

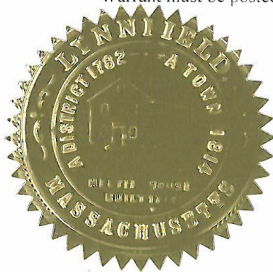
[Signature]
SELECTMEN OF TOWN OF LYNNFIELD

Pursuant to the Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield, (Center Post Office, Colonial Village Market, Library, Pump n' Pantry, Senior Center, South Fire Station, South Post Office, and Town Hall seven days at least before the time and calling of said election;

Paul Murphy
Constable

10-6-, 2014.
(month and day)

Warrant must be posted by October 28, 2014, (at least seven days prior to the November 4, 2014 State Election).



STATE ELECTION RESULTS	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
SENATOR IN CONGRESS					
<i>Vote for One</i>					
Blanks	58	47	55	75	235
Edward J. Markey	600	557	590	582	2329
Brian J. Herr	724	630	603	864	2821
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
GOVERNOR & LT GOV					
<i>Vote for One</i>					
Blanks	5	10	12	7	34
Baker and Polito	970	832	834	1125	3761
Coakley and Kerrigan	374	363	365	343	1445
Falchuk and Jennings	21	22	32	32	107
Lively and Saunders	8	3	2	7	20
McCormick and Post	4	4	3	7	18
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
ATTORNEY GENERAL					
<i>Vote for One</i>					
Blanks	57	57	63	57	234
Maura Healey	584	523	548	553	2208
John B. Miller	741	654	637	911	2943
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
SECRETARY OF STATE					
<i>Vote for One</i>					
Blanks	71	50	71	64	256
William Francis Galvin	728	688	668	723	2807
David D'Arcangelo	562	479	488	712	2241
Daniel L. Factor	21	17	21	22	81
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
TREASURER					
<i>Vote for One</i>					
Blanks	102	78	92	96	368
Deborah B. Goldberg	482	477	475	453	1887
Michael James Heffernan	769	658	652	940	3019
Ian T. Jackson	29	21	29	32	111
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385

	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
AUDITOR					
<i>Vote for One</i>					
Blanks	121	107	117	134	479
Suzanne M. Bump	525	486	493	459	1963
Patricia S. Saint Aubin	704	614	603	903	2824
MK Merelice	32	27	35	25	119
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
REP IN CONGRESS					
<i>Vote for One</i>					
Blanks	11	16	25	28	80
Seth W. Moulton	529	448	464	456	1897
Richard R. Tisei	818	745	737	1017	3317
Christopher J. Stockwell	24	25	22	20	91
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
COUNCILLOR					
<i>Vote for One</i>					
Blanks	102	77	107	122	408
Terrence W. Kennedy	680	629	648	661	2618
Vincent Lawrence Dixon	600	528	493	738	2359
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
SENATOR IN GEN. CT					
<i>Vote for One</i>					
Blanks	545	444	471	663	2123
Thomas M. McGee	837	790	777	858	3262
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
REP IN GENERAL COURT					
<i>Vote for One</i>					
Blanks	343	300	320	312	1275
Bradley H. Jones, Jr.	1039	934	928	1209	4110
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385

	Prec 1	Prec 2	Prec 3	Prec 4	TOTAL
DISTRICT ATTORNEY					
<i>Vote for One</i>					
Blanks	556	458	478	661	2153
Jonathan W. Blodgett	826	776	770	860	3232
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
REGISTER OF PROBATE					
<i>Vote for One</i>					
Blanks	144	108	140	157	549
Pamela Casey O'Brien	566	536	548	516	2166
Michael E. Morales	672	590	560	848	2670
Write-Ins	0	0	0	0	0
TOTALS	1382	1234	1248	1521	5385
<i>Proof</i>					5385
QUESTION 1 - Gasoline Tax					
Blanks	32	34	34	45	145
Yes	812	758	737	921	3228
No	538	442	477	555	2012
QUESTION 2 - Bottle Bill					
Blanks	23	14	24	24	85
Yes	237	186	171	252	846
No	1122	1034	1053	1245	4454
QUESTION 3 - Gaming					
Blanks	35	25	21	23	104
Yes	537	500	455	583	2075
No	810	709	772	915	3206
QUESTION 4 - Sick Time					
Blanks	44	29	29	33	135
Yes	593	524	547	580	2244
No	745	681	672	908	3006
	1382	1234	1248	1521	

TREASURER and TAX COLLECTOR

The Board of Selectmen appoints the Treasurer/Tax Collector.

The Treasurer receives; take charge of, and accounts for all monies belonging to the Town. Custodian of the stabilization funds, pensions, funds and trust funds, maintains breakdown of all receipts, disbursements and cash balances.

Responsibility to make provision for adequate funds to cover current obligations including safekeeping of all funds and issuing of all long term and short term debt. In addition, invests funds to ensure maximum yield on investments while maintaining adequate availability of cash.

Fund and account for all amounts due for salaries and wages.

Receives, accounts and disburses all payroll and personnel deductions amounts for taxes, retirement, insurance and annuities.

Maintains all payroll and personnel records and acts as liaison between employees, retirement board and insurance vendors.

Manages all functions dealing with GIC Health Insurance, Dental Insurance and Life Insurance with the help of my efficient staff member Maureen Lanpher.

Acts as custodian and administrator of the unemployment compensation program.

Assures compliance with the provisions of local personnel bylaws and union contracts.

Manage funds of the municipality so that all obligations such as payroll, bills, bonds, notes and all other remittances can be paid in a timely manner.

Familiarity with the provisions of various sections of Chapter 60 of the General Laws regarding tax title and tax foreclosures.

Prepare various reports, including a reconciliation of treasurers' cash, monthly report of all receipts and balances, reports of payroll deductions (federal, state, retirement funds, group insurance, credit union dues), annual report, including a statement of debt, trust funds, report to the Bureau of Accounts for reconciliation of treasurers' cash and annual report of cash management achievements.

Supervises preparation of the payroll for all town and school employees, working closely with the School business office to ensure all aspects of the payroll are completed accurately.

The payroll department processed 925 W2's for 2014.

The tax collection of all money concerning taxes as committed by the Board of Assessors, these include real estate, personal property and excise taxes. My thanks to Rosemary Kenney and Nancy Casey for the excellent work they perform each and every day with such professionalism.

Preparation of certificates of municipal liens. These are legal documents that are filled at The Registry of Deeds when a house is sold or refinanced.

Safeguarding the Town's interest for unpaid real estate taxes by tax taking in a timely manner. A tax taking places a lien against the taxpayer's property so that it may not be sold or transferred until the tax obligation is met.

Reconciliation of moneys collected with the Town Accountant.

Coordination of the Senior Volunteers Program.

The Volunteer Program allows the usage of our senior citizen's talents in the everyday going on at the Town Hall. This program was initiated to help our seniors defray the cost of ongoing increases in taxes with the approval of Town Meeting, allows this amount to be abated and thus the number of people who can be chosen to work and receive credit against their taxes may increase. With the abatement procedure the time spent working during the calendar year must be completed before the actual tax bill for the fiscal year has been issued and the abatement will be applied to the third and fourth quarter tax bills evenly. The Senior Volunteer Coordinator is part of the Tax Collector's duties.

The Senior Volunteer Program has been a great success. Congratulations Seniors and keep up the great work.

I would like to thank my staff Maureen Lanpher, Sue Nugent, Nancy Casey and Rose Kenney for all their efforts and commitment. Together we look forward to serving the Town of Lynnfield in the upcoming year.

***Respectfully submitted,
Christine O'Sullivan
Treasurer/Tax Collector***

VETERANS AFFAIRS

The Lynnfield office of Veterans Affairs organizes and provides state level veterans benefits to residents. This office currently has three residents receiving Ch. 115 benefits from the town. The office coordinates and advises on federal disability benefit applications. This office assisted 20 residents in receiving federal benefits, which include the Post 9/11 GI Bill, VA home loans, VA disability, grave markers, and burial stipends.

The Veterans office coordinated the Memorial Day and Veterans Day ceremonies and we improved attendance at both events by 20%.

The Veterans office also coordinates the placing of flags at the graves of Lynnfield Veterans for Memorial Day and throughout the year as needed.

As of January 2015 there are approximately 650 veterans registered to vote and living in Lynnfield.

Sent 250 plus letters to the troops for Christmas in conjunction with the School Superintendant and students of Lynnfield public schools.

Raised membership by three members in the American Legion and assisted in coordinated three new meetings for the legion

This department anticipates being under budget for the second year in a row.

***Respectfully submitted,
John H. Kimball III
Veterans Service Officer***

ZONING

BUILDING PERMITS

<u>MONTH</u>	<u>PERMITS</u>	<u>ESTIMATED COST</u>	<u>PERMIT FEES</u>
JANUARY	22	\$ 923,827.00	\$ 8,062.40
FEBRUARY	19	\$ 1,348,550.00	\$ 12,950.00
MARCH	25	\$ 1,970,015.00	\$ 19,089.00
APRIL	36	\$ 1,651,011.00	\$ 9,970.00
MAY	40	\$ 10,155,409.00	\$ 23,413.00
JUNE	56	\$ 6,578,336.00	\$ 30,778.00
JULY	33	\$ 2,287,835.00	\$ 6,727.00
AUGUST	41	\$ 7,555,004.00	\$ 17,189.00
SEPTEMBER	40	\$ 2,187,039.00	\$ 21,444.00
OCTOBER	39	\$ 2,073,015.00	\$ 13,352.00
NOVEMBER	27	\$ 1,466,561.00	\$ 15,604.00
DECEMBER	22	\$ 2,784,315.00	\$ 14,131.00
 <u>JAN - DEC</u>			
SHEET METAL			
PERMITS	50	\$ 964,800.00	\$ 5,691.00
 TOTALS	450	\$ 41,945,717.00	\$ 198,400.40

Respectfully submitted,
Jack Roberto
Inspector of Buildings

INSPECTOR OF WIRES

The Office of the Inspector of Wires issued a total of 393 Permits during 2014 with revenue of \$57,097.00 collected in fees.

Respectfully submitted,
Dave Sardella,
Electrical Inspector
Winnie Barrasso,
Administrative Assistant to Building Department and Board of Appeals

PLUMBING AND GAS DEPARTMENT

In the year 2014, the Lynnfield Plumbing and Gas Department received \$30,725.00 in Plumbing fees and \$.19,695.00 in Gas fees with a total of \$50,420.00 in revenue for the Town of Lynnfield. Two hundred and seventeen Plumbing permits were issued, and two

hundred and six Gas permits were issued, for total combined permits for Gas/Plumbing permits of four hundred and twenty three.

Respectfully submitted,

Paul Donohue,

Plumbing and Gas Inspector

Winnie Barrasso,

Administrative Assistant to Building Department and Board of Appeals